

Business Development Co-ordinator

Salary Circa £19,000 pa

Based in Warwickshire



Intermediate Technology Consultants (ITC) Ltd is the commercial consultancy subsidiary of ITDG/Practical Action, a development NGO with 400 staff in Asia, Africa and Latin America. We focus on improving access to technology, services, and markets for the poor. We manage international projects and provide high quality, independent advice to governments, NGOs, aid agencies and the private sector.

ITC have a fixed contract opportunity with possible extension for a graduate looking to enter the international development sector. The post will assist in identifying and responding to all market opportunities, producing high quality marketing proposals and material, and providing administrative and logistical support to the team and external consultants as required.

You'll need the ability to think for yourself, to work to deadlines and to multi task. The candidate must also be able to demonstrate excellent writing, research, analytical and synthesizing skills.

You'll be highly computer literate with knowledge of MSOffice, Internet and databases. Working knowledge of Spanish and/or French would be an advantage but is not necessary.

You will be able to demonstrate commitment to and a basic understanding of international development.

For further details refer to our website www.itcltd.com.

For an application pack contact the HR Unit, ITDG, Bourton Hall, Bourton on Dunsmore, Rugby, Warwickshire CV23 9QZ. Tel: 01926 634503. Fax: 01926 634404. Email: recruitment@itdg.org.uk

Closing date for return of completed applications is Thursday 30 June
Interviews will be held on Thursday 7 July
at ITDG's Head Office near Rugby

We positively welcome applicants from all sections of the community
ITC Co Reg No: 952705; VAT No GB 2394140 67