

POSITION DESCRIPTION

POSITION TITLE: Manager, Business Development

POSITION CATEGORY: Business Development

SCHEDULE TYPE: Full-time

POSITION LOCATION: On-site

Vancouver, BC V6E 0C3, CAN

POSITION SUMMARY

In consultation with the Director, Business Development, the Manager, Business Development supports the implementation and advancement of the organization's Business Development strategy. The position plays a key role in driving port growth. This will be achieved by assessing new business opportunities and working with key supply chain, gateway partners, and commercial stakeholders to attract investment that results in new and/or expanded capabilities and capacities, and cargo, culminating in a diversified port complex enabling marine market access and trade.

The Manager, Business Development, will be instrumental in improving relationship management and in supporting the development of proactive, credible, and actionable insights, options, and recommendations for management and supply chain partners. They will work with existing operating terminals and facilities, project proponents investigating new projects, and supply chain partners to advance development and liaise with internal teams.

POSITION ACCOUNTABILITIES

- Supports the Director, Business Development in working with proponents, key supply chain and commercial stakeholders and other internal departments through a project's life cycle from concept, feasibility and site selection through to the commencement of operations. This includes acting as a key point for project management.
- Collaborates in the identification, analysis and execution of Port business development activities, including business case development and analysis for potential investments by the Port to attract new cargoes and or passengers to existing terminals or the attraction of new terminal, facility or ancillary service developments.
- Initiates and implements investment attraction efforts in support of the achievement of the Port's goals and objectives, including the promotion of opportunities for new cargoes, industrial expansion and investment attraction to support the growth, expansion, and optimal utilization of the facilities and lands within the Port.
- Actively participates in the development, stewardship and execution of the organization's Business Development strategy, including alignment with the Corporate Plan and annual performance objectives.
- Manages the attraction of new service providers that will offer shippers more options and make for a more competitive full-service port, supporting the diversification of cargoes.
- Drives improved relationship management with commercial stakeholders, supply chain partners

and Port service providers through various efforts and initiatives, including making effective use of our Customer Relationship Management system and tools.

- Works with Managers across the department related to port business. In particular, monitor existing and potential markets, supply chains, and the competitive environment to support the growth of the port, port volumes, and business development activities.
- Represents the Port at various meetings, conferences and other functions as prioritized by the Director, Business Development, building and fostering effective working relationships and providing management with a record of the proceedings, outcomes and opportunities.
- Performs other related duties, as required.

WORKING CONDITIONS

- Works predominantly in an office environment.
- Regular, full-time position (37.5 hours per week). Regular working hours are Mondays to Fridays, 8:00 AM to 4:30 PM with a 1-hour lunch break (unpaid).
- Some travel will be required.

JOB SPECIFICATIONS

Formal Education

- Bachelor's Degree, preferably in Business Administration, Economics, Supply Chain, Transportation and Logistics.
- MBA is considered an asset.
- Project Manager Professional (PMP) certification is considered an asset.

Related Experience

- 5 to 7 years' experience in industry.
- Experience in supply chain, trade & transportation, logistics or resource sectors is an asset.

Other Requirements

- Strong verbal and written communication skills.
- Excellent relationship-building skills. Able to establish and maintain effective working relationships with all staff and various external parties, including use of Customer Management System (CRM) tools.
- Strong analytical, research, and organizational skills.
- A strategic mindset to think through problems, find solutions, and make recommendations.
- Able to generate, share, and follow through on ideas.
- Superior judgment and tact in dealing with confidential information.
- Strong customer service skills.
- Demonstrated ability to manage multiple projects concurrently and to effectively handle changing priorities.
- Enthusiastic and self-motivated. Works well individually as well as in a team environment.
- Proficient in MS Office, especially Microsoft Word, Excel, and PowerPoint.
- Able to obtain security clearance under Transport Canada's Security Clearance Program.
- Possess a valid Class 5 Driver's Licence and Canadian Passport.

The base salary range for this role is \$128,963.00 - \$161,203.00

Equity, Diversity, Inclusion and Belonging are at the heart of PRPA's culture and play a vital role in our

growth strategy. We are committed to ensuring that everyone feels a sense of belonging and can contribute to their maximum potential. Our differences are the reason great things happen here. If you are an applicant in need of accommodations or special assistance throughout the interview process, please submit a request by email to careers@rupertport.com

Individuals of Indigenous descent are strongly encouraged to apply.

Interested applicants please submit your resume to: careers@rupertport.com