

23-00194

Business Development Specialist (Non-Merit)

Salary \$4,285.74

Employment Type

EXECUTIVE BRANCH | FULL TIME | INELIGIBLE FOR OVERTIME PAY | 18A | 37.5 HR/WK

Hiring Agency

Cabinet for Economic Development | Office of the Secretary

Location

300 W Broadway Street Old Capitol Annex Frankfort KY 40601 USA

Description

The Kentucky Cabinet for Economic Development is seeking a dynamic and self-motivated individual to join our team as a Business Development Specialist with a special focus on the agriculture and agriculture technology sectors (the Focus Sectors). The full-time position, which will be based in Frankfort, Kentucky, will be responsible for cultivating business development opportunities by promoting Kentucky as an ideal location for business growth, investment and job creation.

Key Responsibilities:

- Identify, research and target industrial, commercial and service sectors that may have a competitive advantage by doing business in Kentucky, as well as proactively call on companies within the Focus Sectors with an interest or potential interest in locating in Kentucky.
- Serve as liaison to the Governor's Office as it relates to the Focus Sectors and prepare briefings and other support materials related to potential markets, companies and opportunities for Kentucky, including market briefs, country profiles, site visits and any other relevant information.
- Develop and maintain communication and relationships with existing Kentucky companies, relevant governmental agencies, and industry groups within the Focus Sectors in order to facilitate retention and expansion opportunities.
- Prepare written and web-based proposals and marketing materials showcasing Kentucky.
- With support from Cabinet staff, provide detailed information about taxes, methods of financing, labor laws, environmental compliance, transportation, energy, wages, workforce training and other relevant topics impacting site location decisions.
- Work with business decision makers and site selection consultants located worldwide, as well as coordinate marketing efforts with regional economic developers, elected officials, utility and transportation partners.
- Maintain a sound knowledge of Kentucky's agricultural, industrial and entrepreneurial assets, including but not limited to, related support organizations, utility providers, incentive programs, workforce and available sites and buildings.
- Identify channels for promotion of Kentucky as a business location for companies within the Focus Sectors, including trade shows, missions, networking events and other promotional activities that would benefit the growth of the Focus Sectors in Kentucky.
- Seek out partnerships with companies, chambers of commerce, industry associations, and federal government agencies and others to leverage marketing opportunities.

The successful candidate should be able to demonstrate the following:

- Proactive, highly responsive work approach with an ability to identify new opportunities.
- Ability to work independently, but also collaborate with Cabinet staff, management and economic development partners.
- Excellent time management, organizational, verbal and written communications skills, and a keen attention to detail.
- Must be comfortable making presentations to small and large groups.
- Preferred experience in public relations, site selection work, and/or the Focus Sectors.
- Business experience, specifically in analyzing corporate financial statements is a plus.

Minimum Requirements

EDUCATION: Bachelor's Degree

EXPERIENCE, TRAINING, OR SKILLS: NONE

Substitute EDUCATION for EXPERIENCE: NONE

Substitute EXPERIENCE for EDUCATION: NONE

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.): NONE

Working Conditions

Travel is required. The position can qualify for a hybrid-work schedule once training has been completed

The link to apply is listed here at well:

<https://kypersonnelcabinet.csod.com/ui/internal-career-site/app/search-jobs>