

Candidate Information

Position: Business Development Executive
School/Department: AMIC
Reference: 26/113448
Closing Date: Monday 13 July 2026
Salary: £41,519 - £49,536 per annum
Anticipated Interview Date: Wednesday 5 August 2026
Duration: 3 Years

JOB PURPOSE:

The Advanced Manufacturing Innovation Centre (AMIC) - a £100M investment of the Belfast Region City Deal - is a collaborative, innovative powerhouse of advanced manufacturing set to elevate our region globally. We are supporting economic growth and prosperity for Northern Ireland by creating high quality jobs and increasing inward investment through high value manufacturing innovation clusters.

We are driving industrial transformation, paving the way for future technologies and competing globally with a more sustainable focus. Our team of over 80 staff has core capabilities in digitalising manufacturing, smart design, sustainable polymers & composites and nanotechnologies & photonics. We're excited to be expanding the team throughout 2026.

We are seeking a client and revenue focused individual with proven experience of developing innovation partnerships with manufacturing businesses. An exceptional communicator you will identify opportunities and build partnerships for AMIC's advanced manufacturing capabilities to support businesses, grow innovation and solve societal challenges.

The post holder will be responsible for the development of strategic relationships and partnerships between AMIC and the manufacturing community. The role will take the lead in scoping, developing and authoring of commercial proposals with input and guidance from relevant senior and technical staff.

You will leverage relevant government support programmes, for example from Invest Northern Ireland, to support client investment commitments. You will play a supporting role in the management of AMIC's membership offer, helping to secure new membership commitments and scoping projects with the existing membership portfolio.

MAJOR DUTIES:

1. Build AMIC's strategically important relationships to develop and implement strategies for contract and collaborative research, innovation and knowledge transfer.
2. Manage a pipeline of commercial opportunities, developing commercial proposals and closing contracts.
3. Provide an outward-looking interface for AMIC in its innovation collaborations with industrial partners, working with manufacturing SME partners to provide tactical support and advice.
4. Develop opportunities and support collaborative projects to secure funding to deliver outcomes to benefit industry and address societal challenges.
5. To coordinate the scoping of major commercial R&D&I projects with industrial partners working with the AMIC team to deliver industry-relevant, sustainable outcomes. This will involve developing project plans, defining deliverables and timelines, managing intellectual property and identifying case studies.
6. To harness mechanisms to build collaborative research opportunities between AMIC and the Advanced Manufacturing sector.
7. Maintain an up-to-date awareness of business support programmes that are relevant to AMIC (e.g. from INI, Innovate UK, EU) and match these to opportunities and collaborative partners.

8. To develop and maintain insight and awareness of the needs of SMEs within the Advanced Manufacturing sector, seeking to identify common business needs and solutions through collaborative R&D&I, specialist support and/ or skills opportunities.
9. To support AMIC's wider relationships with businesses, research institutes and Further Education colleges within the region seeking to ensure a coherent and cohesive approach to innovation initiatives.

ESSENTIAL CRITERIA:

1. Honours degree or equivalent in a relevant subject area e.g. Engineering, Manufacturing, Engineering/Technology Management, ICT or Physical Sciences OR minimum HND in a similarly related discipline with extensive recent and relevant experience.
2. Significant recent and relevant experience of developing, building and managing commercial relationships leading to income generation.
3. An understanding, at a practitioner level of the processes involved in compiling commercial proposals, grant funding bids or business cases.
4. Evidenced experience of working with the business community to deliver successful outcomes to benefit industry and address societal challenges.
5. Well-developed analytical skills and ability to analyse complex information to problem solve and inform decision making.
6. Ability to work independently with a high level of self-motivation, whilst also working in a wider team.
7. Excellent written and oral communication skills as well as an ability to influence at all levels.
8. High level of attention to detail and ability to deliver effective written reports and presentations to meet audience needs.
9. Evidence of strong interpersonal and networking skills with ability to relate to and influence internal and external stakeholders.
10. Some working outside of standard working times may be required to meet the responsibilities of the post and needs of stakeholders. It should be possible to plan and schedule for this activity 90% of the time.

DESIRABLE CRITERIA:

1. A relevant postgraduate or professional qualification.
2. A track record of success building long term partnerships with private sector companies
3. Demonstrable recent and relevant experience of working successfully and collaboratively within an industrial or university-based research environment.
4. Demonstrable knowledge of the mechanisms and sources of public funding for business support programmes and collaborative research and innovation.
5. Demonstrable recent and relevant experience of delivery in a complex systems, technical project or consultancy business development role.
6. Evidence of large-scale project planning and management.
7. Demonstrable evidence of experience and expertise in budgeting and financial management.
8. Demonstrable knowledge of current and potential developments in university research and particularly the funding of research in a university.
9. Evidence of delivering events/ workshops involving members of the business community.

ADDITIONAL INFORMATION:

Applicants should note that in addition to the list above the post-holder will be required to be flexible, adaptable and aware that there may be a need to perform tasks, duties and responsibilities which are not specifically detailed in the job description, but which emerge as the work programme develops and which are commensurate with the role