**Job Description**

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| **Designation:** | Associate Director | | **Job Location:** | | Delhi | |
| **Department:** | Consulting | | **Grade/ Level:** | |  | |
| **Direct Reporting To:** | President - Consulting | | **Direct Reportees:** | | 5 | |
| **New Position/ Back Fill:** | New | | **No. of openings:** | | 1 | |
| **Introduction:**  A&A Business Consulting (AABC) is India’s leading management consulting firm and the only one to focus exclusively on Small & Medium Businesses. We have consulted more than 8500 Small and Medium Enterprises (SMEs) so far and have helped them take their businesses to the next level.  We are a team of 200+ consultants specializing across 6 different consulting practices: Finance, Sales, Human Resources, Information Technology, Marketing and Legal.  AABC focuses on delivering results through assembling a team of consultants who have the right expertise and experience relevant to that industry or the client they serve. The firm’s expertise can efficiently address contextual problems from diverse industries. The consultants are conversant with changing market dynamics and can identify and apply long-term improvements to a business. We continually seek better ways to address important business problems. We can decide for you, the best resources: People, Idea, Strategy, Technology and Finance.  As a management consultant, the firm handholds senior managements to improve operational efficiency, formulate strategy and become more productive, and hence more profitable.  **Job Purpose:**  Associate Director will be responsible for Recruitment, Team development of 6 Principal Consultants based out of branch location and 30 consultants under a team of 6 principal consultants. He/She will be responsible to implement the SOW of different projects through his/her team at client’s businesses. | | | | | | |
| **Detailed Responsibilities:** | | * Responsible for recruitment of Branch Consultancy Team includes PC and Consultant. * Ensuring Branch Team to undergo various Training program for development and completing SOW. * Training need analysis of team and train/facilitate training as required on regular basis * Execution of agreement along with finalised SOW with the help of Legal team * Extend the support to IILD sales team for closing the business call consulting products * Ensuring for mapping a Right Consultant with the help of PC at client’s place after understanding the detailed business operations of client * Responsible for Reviewing and Finalising Yearly Sales Strategy and Budget of Client with the help of Consultant and Principal Consultant * Getting SOW implemented at client’s business and ensuring Clients’ growth through Consultant and Principal Consultant * Ensuring and overseeing that Principal Consultant and his/her team takes appropriate and timely Decisions for Client’s Business whenever required * Ascertaining Complaint resolution within TATs * Ensuring developing engaged motivated and active retention of team. * Ensure conducting of Client Growth Meetings regularly by the team. * Generating Success Stories for every client through team * Ensuring Consultant & Principal Consultant are Preparing, Submitting and Implementing Monthly Plan within defined TAT’s * Reviewing and Documenting Feedback for consultants monthly plans vis a vis yearly strategy on a timely basis * Ensuring smooth coordination between SME-Subject Matter Expert, Principal Consultant and Consultant for timely deliverables * Responsible for submitting various MIS to the Management * Responsible for driving key fiscal parameters of the team facilitating profitability, * Responsible for timely Execution of Closure Documents between ‘Client & IILD Consultant’ after completion of each activity under SOW * Responsible for generating targeted revenue by Cross Selling various IILD Products * Responsible for ensuring Timely Payments from the Client as per agreed terms & condition in the contract | | | | |
| **Requisite Skills:** | | * Sales * Leadership * Analytical * Communication * Administrative Skills   Computer skills | | | | |
| **Education** | | MBA | | | | |
| **Relevant Experience:** | | 15 years of sales leadership and client servicing experience | | | | |
| **Will travel?** | | Yes (Extensive Intra-city travelling) | **Total Experience:** | | Upto 20 years | |
| **Preferred Domain:** | | Consulting, HR, Sales, Training. | | | | |
| **Reference Companies:** | |  | | | |
| **CTC** | |  | | | |
| **Gender:** | | Male / Female | **Marital Status:** | Married | |