

Rayleigh Solar Tech Inc.

1 Research Dr. Dartmouth NS, B2Y 4M9
rayleighsolartech.com



Job Description: Business Development Analyst

Full-time

Salary Range: \$55,000 - \$70,000

The successful candidate will be responsible for supporting the CEO and Director of Business Operations in achieving Rayleigh's business goals and strategy. They will lead Rayleigh's research initiative into potential market opportunities and help develop relationships with industry partners. Core areas of work for this role include:

- Market research
- Business development
- Assist with business strategy
- Financial modelling
- Business financing support
- Investor relations support
- Funding application development

Responsibilities:

- Market research into potential business opportunities.
- Collect, analyze and present data in a business proposal format.
- Stay abreast of industry trends and developments.
- Help to develop new business partnerships by identifying partnership opportunities and initiating communication.
- Create pitch decks, business reports, and support the financing/investment process.
- Provide support with project management and other operational tasks as required.
- Assist in developing financial models.
- Assist in overall company strategy.

Qualifications:

- 3-5 years of relevant work experience.
- Post-secondary degree or diploma in business or related field. A master's degree is considered an asset but not required.
- Superior business research and analytical skills.
- Exceptional interpersonal and communication skills.
- Ability to synthesis data, strategize and present material in the form of a business proposal.
- Ability to problem solve, make decisions and recommendations.
- Skilled in Microsoft Office suite.
- Must be able to work independently and take initiative on projects.
- Capacity to manage deadlines and work with ambiguity.

Other Information:

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- The candidate must be able to attend work in a shared workspace at 1 Research Dr., Woodside, NS.
- There will be an opportunity to work from home occasionally.
- Hours: 40 per week, variable, with some flexibility between 9:00am and 5:00pm.

Why work with us?

Rayleigh is pleased to offer a number of benefits including:

- Health and dental insurance
- Three weeks paid vacation
- Free parking on-site

Diversity and inclusion at Rayleigh

At Rayleigh, we know that diversity makes a strong team. We encourage all qualified applicants to apply for this position and we will never discriminate against race, ethnicity, gender identity, gender expression, sexual orientation, disability, religion, marital status or family status. Instead, we work to celebrate the things that make us unique.

To eliminate possible bias in the hiring process, the first round of resume screening for this position will be conducted blindly. Identifying information including names and contact information will be blacked out by a Rayleigh team member who is not directly involved in the hiring decision. Personal information will be revealed to the hiring manager after they have selected candidates to be interviewed.

We thank all applicants for their interest. Only candidates selected for an interview will be contacted.

To Apply: please submit a resume and cover letter in PDF format.

Contact: laura.moore@rayleighsolartech.com