

Job Announcement



Head of Agency- Spain

Location:	Flexible within Spain
Reporting to:	Managing Director
Salary:	55-60,000 euros plus profit share arrangement

Background

Adroit (www.adroitinsight.com) is an award-winning data & insight agency, founded in 2011, it is privately owned and have a senior team which has grown the business.

The business has a number of areas and disciplines that combine to provide client solutions and insight – these include systems, analysis, digital services, BI & business reporting, artificial intelligence, market research.

We have a technically skilled team of approx. 25, some of whom have Spanish speaking skills.

Over 60% of the business is EU based, and this proportion is increasing. We have a number of Spanish clients based in Madrid and Barcelona.

Role description

Adroit is seeking an ambitious individual, with experience in analytics/software to head and develop a Spanish office to capitalise on these opportunities and build an insight/analytics agency in the Spanish market.

We would expect the person to have excellent communications skills (in both Spanish/English), and background in analysis/insight.

The current profile of Spanish clients is some commercial but mainly NGOs – so knowledge of/experience with NGOs is desirable.

Primary responsibilities

- Develop client relationships at all levels and build relationships with key client personnel.
- Develop strategic recommendations for clients, working with the wider team as required.

- Sell Adroit Services into those relationships.
- Develop business initiatives based on current market trends and competitors.
- Identify opportunities to add value to the current client relationships.
- Analyse performance and formulating strategy for each client.
- Develop action plans for improving agency performance.
- Hire, train and guide staff to meet expected goals.
- Ensuring that the team has the necessary resources and skills to service client requirements.
- Identify performance improvement areas and provide recommendations.
- Set monthly agency goals and measure results vs. goals.
- Communicate agency performance levels including areas of concern to Directors.
- Represent the Company in the marketplace. Maintaining the Company's standards and reputation in all external dealings.

Communication and Working Relationships

- Maintain regular contact with Clients.
- Brief internal departments and designated external suppliers on project requirements.
- Ensure that good working relationships are being maintained between all departments and external suppliers.
- Working with the Company Directors and others to develop new business opportunities.

Profile

Experience

- Minimum 10 years total professional experience with a background in analytics, data science or IT
- Business development skills: spotting and exploiting opportunities
- Project management skills: ability to juggle more than one task
- PC skills – word processing, spreadsheet, email and presentation packages
- Thorough knowledge of Company processes and techniques
- Critical evaluation of business proposals
- A creative approach to problem-solving

Personal Qualities

- Entrepreneurial with strong business acumen
- Sales orientated
- Great networking abilities.
- Excellent leadership and people skills.
- Sound strategic thinking
- Excellent communication skills: verbal and written
- Excellent presentation and persuasion skills

- Excellent negotiation skills
- The ability to inspire confidence
- Team player
- Excellent literacy and numeracy in English & Spanish

To apply for the post

Please send a letter of application stating the skills and approach that you would bring to the post with your CV/resume (no photos) in strict confidence by email only to: Karem Armstrong at karem@darylupsall.com

Please ensure that they are sent as Word documents with the titles “*your name* cover letter” and “*your name* CV” Please put “*Adroit-Head of Agency Spain*” in the email subject line. Also please let us know where you saw the post advertised.

The deadline for application is January 17th, 2021

Daryl Upsall International actively promotes equality, diversity and inclusion. In recruiting candidates, we seek candidates with the proven skills required; irrespective of race, gender, religion or belief, age, disability or sexual orientation.