

NICDC LOGISTICS DATA SERVICES LIMITED

Job Description: Assistant Manager and Sr. Executive – Business Development

Qualification Criteria

1. **Education:** Master's degree with graduate from a recognized institution.
2. **Experience:** Minimum 3-7 years' relevant experience in Business Development, including work with Government of India organizations or initiatives.
3. **Expertise: Stakeholder Management**, Technical troubleshooting, Note writing and familiarity with GoI Schemes/ Policies.

Job Description

1. **Business Development & Partnership Management:**
Identify, engage, and onboard potential partners, enterprises, and government agencies to expand ULIP adoption. Build and maintain strong relationships to drive platform usage and value creation.
2. **Platform Operations & Stakeholder Management:**
Manage day-to-day operations of the ULIP platform, ensure smooth onboarding of users, address operational issues, and coordinate with stakeholders for enhanced engagement.
3. **API Integration & Technical Coordination:**
Collaborate with internal technical teams and external partners to facilitate seamless API integrations, ensure data interoperability, and support troubleshooting of integration-related challenges.
4. **Data Analysis, Reporting & Insights:**
Track platform performance and usage analytics, prepare regular reports, and provide insights to support business decisions and operational improvements.
5. **Process Optimization & Compliance:**
Support adherence to logistics and data-sharing regulations while identifying opportunities for process improvement and service innovation across the platform ecosystem.
6. **Training, Outreach & Documentation:**
Conduct awareness sessions, organize user training workshops, prepare user manuals, and maintain updated documentation for stakeholders and partners.

Skills & Competencies:

- Strong understanding of logistics and supply chain operations.
- Proven experience in business development or partnership management.
- Excellent analytical, communication, and presentation skills.
- Familiarity with technology-driven platforms, API-based systems, and digital transformation initiatives.