

Job Title: Business Development Executive

Location: Remote (Qatar or Dubai)

Type: Full-Time | Immediate Start

Reports to: CEO

About XED Online

XED Online isn't a business school — we're the bold alternative. We deliver immersive, mentor-led programmes in leadership, strategy, finance, marketing, and more. Built for ambitious professionals across the Middle East and beyond, our platform fuses real-world expertise with cutting-edge delivery.

We're scaling fast — and we're looking for smart, self-starting individuals to join us.

About the Role

As a **Business Development Executive**, you'll be at the front line of our growth. You'll identify and engage potential clients, drive B2B and B2C sales, and help shape strategic partnerships. This role is perfect for someone who thrives on results, builds authentic relationships, and wants to be part of something disruptive.

Responsibilities

- Identify and qualify new business opportunities in the GCC and international markets
- Manage inbound and outbound outreach to individuals and corporate clients
- Pitch XED Online programmes to HR leaders, L&D teams, executives, and individuals
- Collaborate with marketing to align campaigns with outreach efforts
- Represent XED Online at virtual events, client calls, and pitch meetings
- Provide feedback from the market to inform product and programme development
- Drive successful use and optimization of CRM and data, ensuring regular and relevant dashboards and reporting are aligned with required performance metrics to support key business decisions.
- Successfully manage sales and development activities to achieve growth and recruitment targets, ensuring realization of department and organizational goals for programs under area of responsibility.

- Event coordination and budget tracking.
- Run masterclasses and information sessions
- Building relationships with corporates to promote XED Online programs across the region.
- Building relationships with candidates in the region (one-on-one meetings, follow up calls etc.)
- Ensuring a social media presence by generating content for and interact with target audience, in coordination and as agreed with marketing team.
- Attend general networking, educational seminars and business specific events to generate new leads.
- Support applicants in any way throughout their journey prior to application for an XED Online program.

What We're Looking For

Must-Haves:

- 2–4 years of experience in business development, sales, or client acquisition (preferably in edtech, executive education, SaaS, or consultancy)
- Strong communication and negotiation skills — able to tell a compelling story
- Fluent in English (Arabic a plus)
- Confident with CRM tools, LinkedIn, and virtual sales channels
- Self-motivated and proactive — can work independently and deliver results

Nice-to-Haves:

- Experience working with expat professionals or in the GCC market
- Familiarity with corporate training or HR/L&D departments
- Experience in remote or startup environments
- Passion for lifelong learning, executive development, or digital education

You'll Succeed Here If You:

- Thrive in fast-moving environments
- Enjoy building something from the ground up
- Love connecting with people and solving problems
- Are not afraid to experiment, iterate, and improve

What We Offer

- Competitive base salary + performance bonuses
- Fully remote and flexible working
- Access to all XED Online programmes (worth \$15k+ annually)
- Fast-track career growth in a high-impact role
- A bold, smart, and driven team committed to changing education

How to Apply

Submit your CV and a covering letter explaining why you're the right fit for XED Online to info@xedonline.com

Application deadline: April 15th, 2025