JOB DESCRIPTION

JOB TITLE :	**Regional Executive, North**
BUSINESS UNIT/GROUP FUNCTION:	**UK Steel Enterprise Limited (known as UKSE)**
DEPARTMENT AND LOCATION:	**Regional Office, Redcar and Hartlepool**
REPORTS TO:	**Regional Manager**

About Us

UKSE is all about supporting steel communities in the UK. We do this by providing investment finance, managed workspace and a community support programme.

Since 1975, we have helped create over 80,000 jobs and enabled thousands of businesses to grow, always with one eye on genuinely empowering those communities to regenerate themselves – economically and socially.

We are accredited under Investors in People and operate under a clear set of core values – Excellence, Understanding, Continuous Improvement, Integrity, Responsibility and Unity. UKSE is a subsidiary of Tata Steel.

To learn more about our organisation, please visit our website: www.ukse.co.uk

The Role

This Regional Executive role, based between Redcar and Hartlepool, to be responsible for appraising, negotiating and implementing funding to businesses across our North region, managing Kirkleatham and Hartlepool Innovation Centres, supporting the Workspace Co-Ordinator team and assisting the Regional Manager in implementing UKSE's policy of economic regeneration within the Region.

Within the role, your responsibilities will include but not be limited to:

- appraising and analysing investment opportunities by interviews with client company directors and advisors; by appropriate due diligence investigations; and preparing sanction papers for presentation to the Regional Manager or full Investment Committee for equity and loan-based investments.

- ensuring the smooth running of both business centres and providing administrative and management support as needed.

- promoting and marketing UKSE within the region to ensure a good flow of new tenant enquiries, investment enquires and promoting the continued good name of UKSE and our parent Tata Steel.

- assisting with the achievement of the Region's economic regeneration aspirations and in doing so liaising with government bodies, development agencies, local authorities etc.

- ensuring that client companies are monitored so that any problems or opportunities are brought to the attention of the Regional Manager for attention.

- assisting client companies to achieve their objectives and work towards a successful exit for UKSE investment.

- operating within the core values of UKSE – Excellence, Understanding, Continuous Improvement, Responsibility, Integrity and Unity

- deputising for the Regional Manager as and when appropriate.

- undertaking any ad hoc exercises and duties at the request of the Regional Manager

What we're looking for

You will have a flexible, team-focused approach and will be able to build strong relationships across a wide range of stakeholders.

You will have excellent communication and report writing skills; often communicating with internal and external interested parties on a range of business matters.

To be considered for this position, you will have a good understanding of business, including strategic, commercial, and financial matters. Ideally you will have a professional business finance qualification, several years working with a variety of businesses post-qualification and some business development experience. **Those without a business finance qualification (e.g. accountancy, banking) will be considered, if strong in other areas.**

You will have an inquisitive mind and can demonstrate an ability to identify and assess investment opportunities for UKSE, interrogating business plans and supporting companies as they grow.

You will have a good knowledge of the regional economy and strong marketing and networking abilities.

You will be someone who wants to make a difference in our local communities and be passionate about supporting small business.

Benefits

We offer employees significant benefits packages. For this role, you will benefit from:
• A market competitive salary
• Company Car or cash alternative
• Bonus scheme (up to 20% of basic salary)
• Defined contribution pension schemes (10% employer contribution / 6% employee contribution)
• Annual Pay Review
• Eligibility to join the Company's Private Medical Scheme
• 35 days holiday *including* Bank Holidays

For more details or to apply, please contact Sarah Thorpe, Regional Manager – sarah@ukse.co.uk