

Business Development Executive
Pay Band 5
(\$67,600 to \$94,406 per annum)
Open Competition
18 Month Contract
Fredericton, Saint John, Moncton, Bathurst, or Edmundston

Integrity • Professionalism • Excellence

Opportunities NB (ONB) is New Brunswick's lead business development corporation working with companies inside and outside the province to drive economic growth and job creation in the province. A nimble, results-driven and client-centric organization, ONB is a Crown Corporation, strategically led by a private sector Board of Directors, made up of business leaders from New Brunswick companies and academia. ONB believes strongly in the future of New Brunswick and since its inception on April 1, 2015, has successfully been the catalyst for competitive and innovative economic growth and job creation for the benefit of New Brunswick today and for generations to come.

ONB has been recognized as one of Canada's Most Admired Corporate Cultures in 2025, named one of Atlantic Canada's Top Employers for nine consecutive years (2017–2025), and received Atlantic Business Magazine's Employers of Diversity award (2022). We are seeking a Business Development Executive to join our Investment Attraction team. If you are passionate about growing New Brunswick's economy, giving back to the community, and making a meaningful impact, we encourage you to apply.

Love where you work. Love what you do. Come work for us.

Who are you?

- You have at least five to seven years of private sector experience in sales and/or business development
- You have a post-secondary degree, preferably in Business Administration or Commerce **An equivalent combination of education, training, and experience may be considered**
- You are a strategic business development executive with a proven ability to win new clients and influence C-suite decision-makers
- You are passionate about growing New Brunswick's economy
- You have basic financial acumen
- You have a strong understanding of national and international business practices and standards
- You have well-developed influencing, consultative, engagement, and relationship management skills
- You can develop and implement project proposals, measure and report on outcomes
- You are a skilled negotiator and thrive on effectively contributing fresh ideas and innovative solutions for your organization and clients

- You are a self-starter who values autonomy, challenging work, and getting the job done
- You place high value on teamwork, you are adept at leading but equally comfortable being part of any team
- You value recognition, giving back to the community and comradery with your colleagues
- It would be considered a bonus if you:
 - have experience using a CRM, such as Salesforce
 - have a large international network of business connections

As a Business Development Executive with the Investment Attraction team at ONB, you will:

- Report to the Director of Investment Attraction
- Proactively work to attract investment to New Brunswick every day while also working closely with existing clients
- Play a key role in identifying international companies looking to expand in New Brunswick
- Develop and implement coordinated strategies to create new investment to New Brunswick within defined sectors
- Work collaboratively in the preparation and delivery of proposals, presentations, promotional events, internal reports, briefings and other updates
- Provide timely and expert advice to companies, colleagues, ONB leadership and various partners in relation to the development of investment opportunities in New Brunswick
- Identify solutions and new opportunities through continued client support
- Maintain CRM to ensure an accurate single book of record of all leads and opportunities
- Attend and represent the Province of New Brunswick at key events with a view to promote New Brunswick's value proposition
- Remain abreast of global trends, regulations, customs/tariffs and non-tariff barriers to support existing and potential clients to New Brunswick

Language:

Written and spoken competence in English & French is required. ***Please state your language capability.***

Location and hours:

The position is located in **Fredericton, Saint John, Moncton, Bathurst, or Edmundston (New Brunswick)**. The successful candidate is required to travel both domestically and internationally and work beyond normal business hours (8:15 a.m. - 4:30 p.m.).

What can ONB offer you?

- Comprehensive benefits package which includes paid vacation, Health and Dental Plan, Life Insurance, and the Public Service Shared Risk Pension Plan
- Career growth, development and continuous learning opportunities
- Opportunity to be involved in ONB events that give back to our community
- Positive and inclusive work culture

How to apply?

- Candidates are required to demonstrate on their applications how, when, and where they have acquired the qualifications and skills required for this position
- Resumes should be in chronological order specifying the beginning and end dates in month and year format for all completed education and employment including part-time and full-time employment
- ***Please ensure that preferred language for assessment is identified on your resume***

Apply on-line at www.ere.gnb.ca, by email to humanresources@onbcanada.ca, or by mail to the address below by **September 25, 2026** indicating competition number: **ONB-26-16**.

Place 2000
ONB Employee Experience
4th floor, 250 King Street
Fredericton, NB E3B 9M9

We thank all those who apply however only those selected for further consideration will be contacted.
This competition may be used to fill future vacancies at the same level.