



MCGUIRE BY ETERNA LIMITED



#JOB-2452844



MCGUIRE BY ETERNA, Unit 1C, Hyde Court,
Shaw Street, Dublin 2, D02 XN40



No of positions : 1



Paid Position



39 hours per week



36750.00 Euro Annually



10/06/2026



08/07/2026

How to apply

Application Method :

Not available



Open your camera app & point here to view this ad online



Business Development Executive (English & Mandarin)

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

McGuire by Eterna Limited is a professional consultancy firm with head office at Unit 1C, Hyde Court Shaw Street, Dublin 2 D02 XN40.

39 hours per week at a minimum salary of €36,750 per annum. Salary may be higher depending on experience and will increase proportionately where additional hours are required.

We are now recruiting for a permanent full-time Business Development Executive (English & Mandarin).

Responsibilities

Identify and develop new business opportunities within Chinese-speaking and international markets to support the Company's growth objectives.

Communicate directly with Mandarin-speaking clients, prospective clients, referral partners and business contacts regarding the Company's services and business development activities.

Conduct market research and competitor analysis relating to immigration, investment migration, international mobility and related consultancy services.

Build and maintain professional relationships with clients, business partners, community organisations and referral networks.

Prepare, translate and review business development materials, promotional content, presentations and client communications in both English and Mandarin Chinese.

Assist in planning, organising and promoting seminars, webinars, networking events and business development initiatives targeting Chinese-speaking audiences.

Maintain accurate client records, CRM databases and business development reports, providing regular updates and market intelligence to management.

Collaborate with management and external stakeholders to support strategic partnerships, client acquisition activities and international market development initiatives.

Key Requirements:

Degree or diploma qualification in Business, Marketing, Communications, International

Business or a related discipline.

Fluent Mandarin Chinese (spoken and written) and professional working proficiency in English.

Ability to communicate effectively with Mandarin-speaking clients, referral partners, business contacts and external stakeholders.

Strong understanding of Chinese cultural and business communication practices and their application in client engagement and business development activities.

Strong organisational, analytical and problem-solving skills with the ability to manage multiple priorities and business development activities simultaneously.

Proficiency in Microsoft Office applications, CRM systems and standard business software.

Experience in business development, client relationship management, marketing, international business or a related field would be advantageous but is not essential.

Knowledge of immigration, international mobility, investment migration or professional consultancy services would be advantageous.

Experience working with Chinese-speaking clients, markets or business networks would be beneficial.

- **Sector:** professional, scientific and technical activities

Career Level

- Not Required