

Vacancy Announcement

Role:	Business Development Intern (NYSC)
Job Location:	Ogudu, Lagos State and Abuja
Job Level	Internship
Reporting to	Business Operations Lead
Department	Business Development and Partnerships
Job Type	Full-Time (Hybrid)
About the Company	NerdzFactory Company is a social innovation and human capital development organisation that leverages technology, skills training, and systems-driven solutions to improve employability, entrepreneurship, and inclusive economic growth across Africa. Founded in 2017 and headquartered in Lagos, Nigeria, NerdzFactory is committed to democratising access to digital, AI, and future-ready skills for young people, educators, and businesses. NerdzFactory works in partnership with governments, international development organisations, and global technology leaders such as the Raspberry Pi Foundation, Google DeepMind, Meta, the European Union, and UNDP to deliver high-impact programmes. These include large-scale initiatives like Experience AI, which equips teachers and students with foundational AI knowledge; the Safe Online Project, which promotes digital safety and literacy; and entrepreneurship and MSME development programmes such as the Youth Sustainable Enterprise Challenge (YSEC). Through these projects, NerdzFactory empowers individuals and institutions with the skills and capabilities needed to thrive in an increasingly technology-driven economy. Learn more about us via: www.nerdzfactory.co. Our work spans: • Skills Development & Capacity Building • Development Consulting • Project & Programme Management • Talent Development & Placement • Monitoring, Evaluation & Impact Assessment
Role Overview:	The Business Development Intern will support the Business Development & Partnerships team in identifying business opportunities, conducting market and prospect research, supporting outreach, developing proposals, and maintaining relationships with potential clients and partners. This is a practical learning role for someone interested in business development, partnerships, sales, consulting, client engagement, and growth strategy. The intern will work closely with the Business Operations Lead and

	other team members to support activities that contribute to NerdzFactory's business growth and partnership pipeline. The ideal candidate should be proactive, curious, comfortable communicating with people, willing to conduct research, and able to turn information into useful business development actions.
Key Responsibilities	• Research and identify potential clients, partners, employers, funding opportunities, and other relevant business opportunities for NerdzFactory. • Support lead generation and outreach activities through email, phone calls, LinkedIn, and other relevant channels. • Assist in developing proposals, expressions of interest, concept notes, presentations, and other business development materials. • Support follow-ups with prospective clients, partners, and other stakeholders and maintain accurate records of engagements. • Assist in researching markets, organisations, and prospective partners to support business development and partnership decisions. • Support the promotion or sales of NerdzFactory's services and solutions, including Talentry, Bizgrowth Africa, and other business services/products. • Maintain and update business development records, opportunity pipelines, outreach trackers, and reports. • Collaborate with internal teams to gather information and support the execution of business development, partnership, and client engagement activities.
Qualifications and Skills:	• Bachelor's degree or relevant educational background in Business Administration, Marketing, Economics, Management, Communications, Social Sciences, or a related field. • Strong interest in business development, partnerships, sales, consulting, or client relationship management. • Good research and analytical skills. • Good written and verbal communication skills. • Ability to communicate professionally with businesses and other stakeholders. • Good organisational and time-management skills. • Proficiency in Google Workspace, particularly Google Docs, Sheets, and Drive. • Ability to work with spreadsheets and maintain organized records. • Basic understanding of sales, marketing, or business development concepts. • Previous experience in sales, customer service, business development, partnerships, volunteering, or a related area is an advantage but not required.

Core Competencies	● Business research and opportunity identification ● Lead generation and outreach ● Proposal development support ● Written and verbal communication ● Relationship management ● Research and analytical thinking ● Basic sales skills ● Documentation and reporting ● Organisation and attention to detail ● Team collaboration ● Digital and Google Workspace proficiency
Personal Attributes:	The ideal candidate should be: ● Proactive and willing to take initiative. ● Curious and interested in understanding businesses, markets, and opportunities. ● Confident and professional when communicating with prospects and stakeholders. ● Results-oriented and willing to work towards measurable targets. ● Organized and able to manage multiple tasks and follow-ups. ● Persistent when following up on opportunities without being intrusive. ● Adaptable and comfortable working in a dynamic environment. ● A good team player who can collaborate across departments. ● Open to learning and able to receive and apply feedback. ● Creative and resourceful when identifying potential opportunities and solutions. ● Have at least 7-8 months left to complete their NYSC service year.
Application Deadline	December 5th 2026
Resumption Date	January 2027
How To Apply:	Kindly click on the link below to apply: https://bit.ly/Apply-NerdzJobs