

Title: Client Advisor
Grade: Level D
Division: Industrial and Lifesciences
Department: HighTech Construction and Building Materials
Reporting to: Senior Client Advisor
Location: East Point, Dublin
Job Reference: 024.EI.26E
Salary: €52,026
Closing date: 14th April 2026

Applicants must have employment eligibility to work in Ireland and to be available to work in the Enterprise Ireland location specified for the role.

Background

Enterprise Ireland's remit is to accelerate the development of world class Irish companies to achieve leading positions in global markets. Our clients, employing over 230,000 people across Ireland, make a significant contribution to the Irish economy.

Enterprise Ireland's (EI) strategy for the period 2025 – 2029, will focus on supporting Irish business to accelerate sustainably and increase their contribution to economic growth. The environment in which Irish businesses operate is constantly changing and business needs to be innovative and ambitious to succeed. Our 5-year strategy sets out how we will support Irish business to START, COMPETE, SCALE and CONNECT to deliver jobs across Ireland and impact globally.

Role purpose

The primary purpose of the Client Advisor role is to lead and manage strategic client relationships on behalf of the Agency, optimising the ambition, potential and impact of each client company in line with Enterprise Ireland's strategic goals of job creation, sustainability targets and innovation.

Reporting to a Senior Client Advisor the role will be in the High-Tech Construction and Materials Team. Clients in this portfolio supply a range of products, both product and digital and services to the Built environment targeting end markets such as commercial, housing, Advance facilities, infrastructure (road, water).

Key accountabilities

- **Manage a portfolio of named Clients:**
 - Continuously assess and prioritise client engagement needs.
 - Engage regarding client ambition and future plans.
 - Provide constructive insights on client growth opportunities and challenges.
 - Utilise the EI's Client Engagement Model to create and implement tailored client engagement plans.
 - Facilitate effective engagement with the EI specialist teams, leveraging the full range of Enterprise Ireland's financial and non-financial supports and global connections to best meet client needs.
 - Maintain comprehensive records of all client engagements.

- **Strengthen client and sector development:**

- Support the Senior Client Advisor to develop and deliver sector strategy using research and insights.
- Support the Senior Client Advisor.
- Engage key stakeholders on skills, regulation, technology, market access and external funding.
- Build connections across clients and the wider Research, Innovation, Regional and National ecosystem.
- **Shape early-stage transformative projects:**
 - Scope and outline initial investment proposals with clients.
 - Provide strategic context to the Client Solutions Team.
 - Liaise with the Client Solutions Lead as projects progress and participate in committee presentations.
- **Lead smaller/initial investment proposals from need identification through approval**
- **Monitor client obligations:**
 - Sign-off conditions, project progress, grant drawdowns, equity, and survey completion (AES, ABR, Client Satisfaction).
 - Provide strategic input to Investment Services on follow-on funding packages.
 - Travel for client meetings and sector-aligned events.

Functional Competencies (Key Skills and Knowledge)

- Ability and knowledge of reviewing and assessing company business plans and financials is essential.
- Proven experience delivering excellent service to a portfolio of clients is essential.
- Demonstrated ability to proactively build and maintain strong business networks and relationships is essential.
- Ability to understand and analyse industry and market trends, new technologies, and sector opportunities from a strategic perspective is essential.
- Ability to work confidently with senior leaders, influence decisions, and negotiate on a wide range of business issues.
- A good understanding of what drives growth, different business models, and stages of company development.
- Knowledge of the construction and related industries is an advantage.

Enterprise Ireland Behavioural Competencies

Results Focused

Strong drive to achieve, with the ability to remain outcome and results focused with regard to multiple business priorities and organisational goals. Strong commitment to monitoring progress and adjusting approach ensuring delivery against the appropriate timescales.

Innovation and Risk-Taking

Actively encourages new ideas, experimentation and measured risk-taking, while always being on the look-out for opportunities to continuously improve business processes and efficiencies within Enterprise Ireland and client organisations.

Problem Solving and Decision-Making

The ability to be decisive and take tough decisions about clients, people and costs to deliver sustainable results, using the analysis of information and situations to make logical and sound decisions.

Client Focused

The ability to provide an excellent client service focusing on client needs and building and maintaining effective personal and business relationships to advance clients' objectives and Enterprise Ireland strategy.

Communicating with Impact to Influence Others

Communicates in a manner that will persuade, convince and influence their own staff and others, both internally and externally, in order to motivate, inspire or encourage them to follow a particular course of action.

Teamworking

Expertise in building and developing teams, working collaboratively with colleagues, shares information and respect the opinions of staff members. Understands the skills, experience and knowledge of staff members and maximises how these can be utilised to the benefit of the department, the organisation and the client.

Embracing & Leading Change

Understands the business agenda of Enterprise Ireland and embraces changes for area of responsibility and for external and internal clients.

Acting / Leading with Integrity

Lives the Enterprise Ireland purpose and values, acting genuinely and with integrity, in a manner that builds trust and engages and motivates others, placing the genuine needs of the client, the organisation, and staff ahead of personal agendas.

Networking

Establishes and maintains mutually beneficial relationships with colleagues and other networks for the purpose of sharing information.

Developing Yourself & Others

The ability to lead, inspire, motivate and energise yourself and others to create an environment that enables others to excel in terms of job performance.

Salary scale**€52,026 to €74,725 per annum contributory superannuation**

Rising to €76,521 by long service increments

€49,701 to €71,098 per annum non-contributory superannuation

Rising to €72,804 by long service increments

Candidates should note that entry will be at the minimum point of the relevant scale, and the rate of remuneration may be adjusted from time to time in line with Government pay policy. Subject to satisfactory performance, increments may be payable in line with current Government Policy.

** Point of entry on this salary scale may differ from the minimum point of the scale if the successful candidate is a current public or civil servant. **

Application and selection process

The selection process may include short-listing of candidates. The selection criteria will be based on the essential requirements of the position. It is therefore important that you provide a detailed and accurate account of where you believe your skills and experience meet the requirements for the



position. This should be contained in a short document (maximum 2 pages – template attached) accompanying your CV.

Applicants should note that, for shortlisting purposes in particular, clear evidence of the functional competency requirements listed as essential in this specification must be demonstrated as part of the supporting document accompanying your CV

To apply for the position, send a detailed CV and supporting document quoting reference number 024.EI.26E to talentacquisition@enterprise-ireland.com to be received on or before **Tuesday April 14th 2026**

N.B. All correspondence will be acknowledged in writing by the HR Department within 3 working days. Applicants who do not receive an acknowledgement within 3 working days should contact talentacquisition@enterprise-ireland.com.

**ISSUED BY THE HR DEPARTMENT, ENTERPRISE IRELAND ON TUESDAY 24th MARCH
2026**

Enterprise Ireland is an equal opportunities employer

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