PR & BUSINESS DEVELOPMENT EXECUTIVE

Job Ref. No: #JDMPR3594

2026 - 2027

- Company Name : Moris Media LLC
- Designation : Pr & Business Development Executive
- Job Type : Full-Time
- Industry : Public Relations & Marketing
- Department : Public Relations & Business Development
- Work Model : Hybrid
- Salary : As Per Industry Standards

About moris media

Moris Media is a global PR, media, advertising, celebrity management, influencer marketing, and communications company working across **40+ countries**, **65+ industries**, and **230+ departments**. In **2026**, the **PR & Business Development Executive** opportunity in **United States** is designed for professionals who can understand business concerns, build client confidence, and recommend suitable **public relations**, branding, media, and digital solutions through consultation-led communication.

The company follows the **Digital Doctor** approach, where professionals listen to client requirements, identify communication or business concerns, and prescribe relevant services with clear reasoning. Executives receive qualified leads rather than being expected to depend on random cold calling or independent lead hunting. The professional environment includes structured training, senior guidance during meetings, proposal preparation, client follow-ups, campaign coordination, service understanding, and regular collaboration with PR, media, digital, influencer, celebrity, creative, and business teams.

The **PR & Business Development Executive** plays an important role in converting assigned opportunities into long-term business relationships. The position involves understanding client requirements, preparing relevant proposals, presenting services, addressing questions, maintaining follow-up discipline, coordinating with internal departments, and supporting **business development** through responsible consultation. The executive may work across corporate PR, founder branding, political communication, celebrity management, influencer campaigns, reputation services, events, and digital solutions according to client needs and professional strengths.

Candidates joining **Moris Media** in **United States** should be confident, organised, punctual, curious, resilient, and open to professional feedback. This **Full-Time, Hybrid** position is suitable for career-focused individuals who can communicate clearly, learn services thoroughly, manage qualified leads sincerely, and take responsibility for client communication and business follow-ups. The role should not be treated as freelance support, a side job, or temporary employment. Strong discipline, professional presentation, consultation ability, and commitment to continuous learning are essential for building a credible career as a **Digital Doctor** in **2026**.

Job Summary

Moris Media is currently hiring a **PR & Business Development Executive** in **United States** for **2026** to manage qualified business opportunities, client consultations, proposal support, and follow-ups across PR, branding, media, influencer marketing, celebrity management, advertising, and digital services. This **Full-Time, Hybrid** role requires a professional who can understand business concerns, communicate suitable solutions, and support growth without cold calling or independent lead hunting.

The selected candidate will handle company-provided leads, attend client meetings, understand requirements, prepare notes, support proposals, present services, answer questions, and maintain follow-ups. The executive will coordinate with senior Digital Doctors and internal PR, media, content, creative, influencer, celebrity, events, and digital teams so each recommendation reflects the client's actual need. The role also includes updating lead status, supporting negotiations, and helping convert opportunities into active business.

This position matters because the **PR & Business Development Executive** acts as the first point of diagnosis for potential clients. The role supports **client consultation**, **business development**, **proposal coordination**, and **relationship building** by connecting client concerns with the correct Moris Media service. Careful listening, timely communication, responsible follow-up, and accurate coordination influence client trust, conversion quality, campaign readiness, and professional service standards.

The right candidate for this role in **United States** should be confident, curious, organised, punctual, resilient, professionally presentable, and open to feedback. Strong communication, negotiation ability, service understanding, documentation discipline, and client-facing maturity are essential. The candidate must treat this as a serious career opportunity rather than freelance work, a side job, or temporary employment. A reliable virtual setup, meeting readiness, and commitment to continuous learning are required throughout **2026**.

Primary Responsibilities

The **PR & Business Development Executive** will manage qualified business opportunities, client consultations, proposal coordination, service presentation, and professional follow-ups for **Moris Media**. This role requires disciplined communication, accurate documentation, service understanding, and responsible ownership of assigned leads in **United States** during **2026**.

- **Lead Consultation**
  Engage with company-provided qualified leads, understand their business concerns, and identify suitable PR, branding, media, advertising, or digital solutions.
- **Requirement Diagnosis**
  Study each prospect's goals, challenges, budget, audience, reputation needs, and service expectations before recommending an appropriate solution.
- **Client Meetings**
  Attend scheduled consultations through video calls, phone calls, office discussions, or approved in-person meetings with professional preparation and punctuality.

- **Service Presentation**
  Explain **Moris Media** services clearly, including PR, media relations, personal branding, influencer marketing, celebrity management, political communication, events, and digital solutions.
- **Proposal Coordination**
  Support the preparation of client-specific proposals, service recommendations, commercial details, timelines, campaign structures, and presentation materials.
- **Lead Follow-Ups**
  Maintain timely and organised follow-ups on assigned opportunities, pending decisions, proposal feedback, meeting outcomes, and client information requirements.
- **Business Conversion**
  Support the conversion of qualified opportunities into confirmed business through consultation, trust-building, objection handling, and responsible communication.
- **Senior Coordination**
  Work closely with senior Digital Doctors during important consultations, proposal discussions, negotiations, and client meetings while gradually building independent handling ability.
- **Department Collaboration**
  Coordinate with PR, media, creative, content, digital, influencer, celebrity, political, events, finance, and client servicing teams for accurate solution planning.
- **Meeting Records**
  Prepare clear meeting notes, requirement summaries, proposal updates, decision points, follow-up schedules, and internal instructions after every consultation.
- **Pipeline Reporting**
  Maintain updated records of assigned leads, meeting status, proposal progress, conversion probability, expected business value, and pending actions.
- **Objection Handling**
  Address client concerns related to services, timelines, deliverables, pricing, communication, and expectations with maturity and approved guidance.
- **Campaign Support**
  Assist internal teams during the transition from business confirmation to campaign planning by sharing complete briefs, commitments, approvals, and client expectations.
- **Relationship Building**
  Build professional trust with prospects and clients through honest consultation, accurate communication, timely response, and responsible service representation.
- **Professional Ownership**
  Take responsibility for assigned leads, learning progress, meeting preparation, follow-up discipline, business contribution, and professional conduct as a **Digital Doctor**.

Required Skills

The **PR & Business Development Executive** must demonstrate strong client communication, consultation ability,

service understanding, follow-up discipline, and professional confidence. The candidate should be capable of handling qualified leads, understanding business concerns, and representing **Moris Media** responsibly in **United States** during **2026**.

- **Client Communication**
  Ability to communicate clearly, confidently, and professionally with prospects and clients through calls, emails, meetings, presentations, and written follow-ups.
- **Consultative Approach**
  Ability to listen carefully, understand business concerns, identify service requirements, and recommend suitable PR, branding, media, or digital solutions.
- **Service Knowledge**
  Strong willingness to learn and explain **Moris Media** services across PR, media relations, personal branding, influencer marketing, celebrity management, events, and digital solutions.
- **Proposal Understanding**
  Ability to understand client briefs, support proposal preparation, explain service structures, and present recommendations with clarity and professional reasoning.
- **Follow-Up Discipline**
  Strong ability to track assigned leads, pending decisions, proposal feedback, meeting outcomes, client questions, and next actions without unnecessary delay.
- **Negotiation Skills**
  Ability to discuss service value, timelines, commercial expectations, and client concerns with confidence while following approved company guidance.
- **Relationship Building**
  Ability to build trust with prospects and clients through patience, honesty, consistency, timely communication, and responsible consultation.
- **Documentation Skills**
  Ability to prepare clear meeting notes, requirement summaries, lead updates, proposal records, conversion status reports, and internal coordination briefs.
- **Team Coordination**
  Ability to work effectively with senior Digital Doctors and PR, media, content, creative, influencer, celebrity, events, finance, and digital teams.
- **Professional Personality**
  Confident, curious, organised, punctual, resilient, career-oriented, professionally presentable, open to feedback, and capable of handling clients with maturity.

Qualifications & Experience

The **PR & Business Development Executive** role requires candidates with a relevant academic foundation, strong communication ability, and the professional readiness to handle qualified leads, client consultations, proposals, and business follow-ups. Candidates should be capable of supporting **Moris Media** standards in **United States** during **2026** with discipline, confidence, and a consultation-focused approach.

- **Educational Qualification**
  Bachelor's degree in Business Administration, Marketing, Mass Communication, Public Relations, Media Studies, Advertising, Corporate Communication, Journalism, or a related professional field is preferred. Candidates with strong communication skills, commercial understanding, and relevant exposure to PR, client servicing, or business development may also be considered.
- **Professional Experience**
  0-2 Years of experience in public relations, business development, client servicing, digital marketing, media coordination, proposal support, lead handling, or account communication is preferred. Freshers with strong communication, learning ability, professional confidence, and a serious interest in building a long-term career as a **Digital Doctor** may also apply.
- **Technical Knowledge And Preferred Background**
  Working knowledge of Microsoft Office, Google Workspace, spreadsheets, presentation tools, CRM or lead-tracking systems, Zoom, Google Meet, Teams, email communication, proposal documentation, and reporting formats is preferred. Familiarity with PR, branding, influencer marketing, celebrity management, social media, media relations, and digital solutions will be valuable. A portfolio is not required for this role.

Work Model & Professional Setup

The **PR & Business Development Executive** role at **Moris Media** follows a **Full-Time, Hybrid** work model in **United States** for **2026**. The candidate must maintain a professional remote setup for client consultations, proposal discussions, lead follow-ups, training sessions, and internal reporting, while remaining available for approved office meetings, client visits, and team reviews when required.

- **Work Mode**
  The role combines remote responsibilities with office meetings, client consultations, training sessions, leadership discussions, and location-based coordination as approved in **United States**.
- **Virtual Setup**
  The candidate must maintain a quiet, clean, and professional workspace suitable for client meetings, proposal presentations, training sessions, and official communication.
- **Internet Requirement**
  A stable high-speed internet connection is mandatory for video calls, client follow-ups, proposal sharing, lead updates, training, and daily coordination.
- **Device Requirement**
  A properly working desktop, MacBook, or laptop with a functional webcam, clear audio, updated software, and reliable access to approved tools is required before joining.
- **Audio Standard**
  Clear headphones or a suitable microphone should be available to support professional client consultations, internal discussions, and uninterrupted online training.
- **Meeting Readiness**
  Professional attire, suitable lighting, a clean background, punctual attendance, and confident communication

are required during Zoom, Google Meet, or other approved meetings.

- **Communication Tools**
  Regular coordination may take place through Zoom, Google Meet, Teams, email, WhatsApp, shared documents, lead trackers, and approved **Moris Media** reporting channels.
- **Client Availability**
  The candidate must remain available for assigned lead consultations, proposal discussions, follow-up calls, objection handling, and time-sensitive client communication.
- **Team Coordination**
  Daily collaboration may be required with senior Digital Doctors and PR, media, content, creative, influencer, celebrity, events, finance, and digital teams.
- **Reporting Discipline**
  Lead status, meeting notes, proposal progress, follow-up schedules, client concerns, and conversion updates must be recorded accurately within approved timelines.
- **Hybrid Readiness**
  The candidate may need to attend office visits, client meetings, training reviews, business discussions, or leadership sessions in **United States** whenever approved.
- **Professional Commitment**
  This role must not be treated as freelance work, part-time support, or a side job. Daily availability, punctuality, learning discipline, and timely responses are required.
- **Device Support**
  Company-approved device support may be considered after an initial performance period, depending on role requirements, policy approval, and business needs. This is not a joining commitment.

Travel & Availability Requirement

The **PR & Business Development Executive** role at **Moris Media** follows a **Full-Time, Hybrid** work model in **United States** for **2026**. Most responsibilities are managed through online client consultations, proposal discussions, follow-ups, training, and internal coordination, while moderate travel may be required for approved client meetings, office reviews, events, and business assignments.

- **Client Meetings**
  The candidate may need to attend scheduled consultations, proposal discussions, service presentations, onboarding meetings, and relationship-building interactions in **United States**.
- **Office Visits**
  Attendance may be required for training sessions, team reviews, leadership discussions, proposal planning, performance reviews, and internal coordination.
- **Travel Readiness**
  The role may involve approximately **10% to 20% travel** depending on client requirements, office visits, campaign discussions, events, and approved assignments.
- **Event Support**

The candidate may need to attend press events, launches, brand activities, business gatherings, networking meetings, or client programmes connected with assigned opportunities.

- **Media Meetings**
  Availability may be required for press briefings, media interactions, journalist meetings, client visibility discussions, or reputation-sensitive communication assignments.
- **Field Coordination**
  Limited on-ground support may be required when a client requirement involves events, political communication, celebrity coordination, campaign activities, or business meetings.
- **Online Availability**
  Regular availability is required for video consultations, proposal reviews, lead follow-ups, senior guidance sessions, client updates, and internal reporting through approved channels.
- **Follow-Up Timing**
  The candidate must respond within agreed timelines to qualified leads, client questions, proposal feedback, meeting confirmations, and pending business decisions.
- **Flexible Scheduling**
  Occasional availability beyond standard working hours may be required for client meetings, urgent proposal discussions, event attendance, or time-sensitive follow-ups.
- **Training Participation**
  Punctual attendance is required for orientation, service-learning sessions, proposal training, live meeting observation, and client-handling guidance.
- **National Travel**
  National travel may be required for approved client meetings, company events, campaign discussions, media engagements, or other business-related assignments.
- **International Travel**
  International travel may be considered only where an approved client, campaign, event, or business assignment specifically requires physical presence.
- **Reporting Discipline**
  Meeting outcomes, lead progress, client requirements, proposal status, travel observations, and pending actions must be reported through approved formats.
- **Professional Presence**
  During meetings, travel, office visits, and events, the candidate must maintain professional presentation, punctuality, confidentiality, and responsible communication.

Compensation, Benefits & Company Support

The **PR & Business Development Executive** role at **Moris Media** offers practical exposure to **public relations**, **business development**, client communication, proposal management, and business growth initiatives in **United States** for **2026**. Benefits and company support may vary depending on **Full-Time**, **Hybrid** work requirements, performance, eligibility, business needs, and applicable company policies.

- **Salary Package**

Salary will be offered based on relevant experience, communication ability, interview performance, role suitability, approved compensation structure, and location-based hiring policy.

- **Business Exposure**
  The role may provide hands-on experience in PR consulting, client acquisition, business development, proposal presentations, relationship management, and cross-functional collaboration across multiple industries.
- **Professional Training**
  Structured role-based guidance may be provided on consultative selling, client communication, negotiation, presentation skills, service understanding, proposal preparation, and business development processes.
- **Hybrid Support**
  The candidate may receive guidance on approved communication channels, reporting standards, meeting protocols, virtual collaboration, and office coordination to support the approved **Hybrid** work structure.
- **Travel Support**
  Company-approved travel support may be provided for official client meetings, business presentations, networking events, campaign discussions, field visits, or approved business assignments as per company policy and prior approval.
- **Performance Incentives**
  Performance-based incentives or annual performance rewards may be considered based on individual contribution, business results, approved performance evaluation, employment category, and company policy. These should not be treated as guaranteed benefits.
- **Welfare Benefits**
  Health insurance, paid leave, employee welfare initiatives, and other employment benefits may be provided depending on eligibility, employment category, **United States**, and applicable company policies.

Salary Justification

The **PR & Business Development Executive** role follows a performance-linked salary justification structure during the initial training and probation period. This system applies because **Moris Media** provides qualified leads, senior guidance, proposal support, and client meeting exposure. The candidate is expected to handle these opportunities sincerely, maintain punctuality, improve through training, and contribute toward business conversion.

- **Initial Period**
  Training and probation are combined within the first **3 months**. During this stage, the candidate learns the service portfolio, attends client meetings, prepares proposals, manages follow-ups, and develops consultation skills under senior guidance.
- **Business Benchmark**
  The salary justification benchmark during the initial period is business contribution equal to **5x the basic salary**. Performance is reviewed through assigned lead handling, meetings, proposals, follow-ups, conversion efforts, punctuality, and learning progress.
- **Full Justification**
  Candidates achieving the approved salary justification benchmark may receive their full applicable salary according to the agreed employment terms, attendance requirements, performance records, and company

policy.

- **Partial Achievement**
  Where the candidate achieves part of the benchmark, management may review punctuality, meeting attendance, learning participation, proposal preparation, follow-up discipline, communication progress, and genuine effort before deciding salary approval.
- **Lower Contribution**
  If achievement remains below the applicable threshold, compensation may include an approved percentage of generated business along with eligible internet and phone expense support. Any additional salary approval remains subject to management review and discretion.
- **Company Support**
  Moris Media provides qualified leads, structured training, mentorship from senior Digital Doctors, proposal guidance, and support during client meetings. The business credit generated from assigned opportunities is recorded for the executive handling the lead.
- **Post Training**
  After successful completion of the initial period, the base salary becomes stable according to the applicable offer and company policy. Future business benchmarks may be used for performance reviews, incentives, increments, expanded responsibilities, and career progression rather than monthly salary justification.

Apply Only Through the Official Job Page

If you believe your experience, communication ability, professional personality, and career goals align with the **PR & Business Development Executive** role at **Moris Media** in **United States** for **2026**, you may apply through the **official application form** available on this job page. **Moris Media** accepts applications only through its **online recruitment system**. Please do not send resumes by email, make direct calls, submit WhatsApp applications, send social media DMs, submit offline applications, rely on verbal references without completing the online application, or use unapproved third-party submissions.

- **Official Application**
  Apply only through the **official application form** available on this job page. Applications submitted through direct calls, WhatsApp, email, offline methods, social media messages, or unapproved third-party sources will not be considered.
- **Complete Details**
  Submit accurate information including your full name, contact details, current **United States**, educational qualifications, total professional experience, relevant **PR & Business Development** experience, notice period, expected salary, and preferred work mode if requested.
- **Updated Resume**
  Upload an **updated resume** highlighting experience in **business development**, **client communication**, **client servicing**, **public relations**, account coordination, lead generation, proposal management, corporate communication, negotiation, and relationship management.
- **Professional Links**
  Portfolio is **not required** for this role. Candidates may include valid and updated professional profile links such as **LinkedIn** if available. Submit complete profile links that open correctly. Do not provide only usernames or incomplete links.

- **Role Alignment**
  Candidates should clearly demonstrate experience in client acquisition, business development, account coordination, service follow-ups, presentation skills, CRM exposure, relationship management, and corporate communication relevant to the responsibilities of a **PR & Business Development Executive**.
- **HR Review**
  The HR team will review each application based on communication skills, business development experience, client-facing maturity, professional presentation, role suitability, work history, and alignment with the requirements of **Moris Media**.
- **Shortlisting Process**
  Shortlisted candidates may be contacted for profile verification, HR screening, availability confirmation, and interview scheduling. Due to application volume, individual responses cannot be guaranteed for every applicant.
- **Interview Process**
  Eligible candidates may progress through an HR discussion, role-specific evaluation, senior management interview, and final documentation process before onboarding instructions are shared with selected candidates.

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