

Account Executive/Sales

The Account Executive builds business by identifying, qualifying, and closing sales with prospective clients. This covers a wide range of industries, shows attended, company sizes, and client needs. The role requires an understanding of the client's needs and objectives as well as the ability to communicate that information to the company. The compensation for this position will consist of a base salary plus commission.

Role Priorities:

- Identify and qualify business opportunities
- Establish direct contact with the prospect and propose solutions to their needs
- Customer development and relationship management
- Results driven expectation for achievement of agreed plan

Main responsibilities:

- Follow a sales process with objectives and deadlines
- Develops leads, follows sales opportunities, and meets the customer needs
- Communicates with the in-house team to ensure best practices and effective communication
- Support all departments through clear communication of goals, objectives, and deadlines.
- Support account relationships and suggest strategies to expand the customer base.

Qualifications:

- Experience in outside sales with successful results
- Experience with budgets, scheduling, logistics, and customer service
- Understand the nature of the trade show industry a plus
- Ability to communicate effectively both inside and outside the organization and build consensus
- Proactive management style, willing and able to visibly lead and spend time with prospects, clients and their representatives.
- Excellent communication skills, both written and oral, and the ability to present ideas and concepts
- Ability to plan, organize, and manage multiple, diverse, interrelated projects

Personal characteristics:

- The ability to efficiently gather information, form a conclusion, and create a decision or action plan
- Negotiation skills and a friendly results-oriented style
- Background in the trade show and exhibit business a plus
- Proactive approach to evolving conditions and situations, coupled with flexibility and resilience
- Willing and able to travel as necessary
- Familiar and competent with common business software and the ability to embrace emerging technology

Job Types

- Full-time, Commission

Experience:

- Sales: 3 years (Preferred)

Education:

- Bachelor's (Preferred)

Compensation:

- Base salary plus commission



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Benefits:

- Health insurance
- Dental insurance
- Retirement plan
- Paid time off