



Example of Account Director Job Description

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Our growing company is hiring for an account director. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for account director

- Manage client expectations, objectives and timelines
- Coordinate discipline activities
- Act as a resource to team members in assessing ideas and directions
- Cultivate and develop new business relationships and serve as a trusted online media business consultant to agency partners and senior marketing decision makers
- Work collaboratively with cross functional teams (client service account management, ad operations) to drive revenue growth with new and existing clients
- Manage and oversee the territory detailed above
- Manage and report sales estimates for F&W print and digital
- Provide on-going coordination with Associate Publisher, Director of Marketing on account strategy, sales plans, process and integrated deals
- Manage and report sales estimates for T+L print and digital
- Provide on-going coordination with Associate Publisher, Executive Director of Sales and Executive Director of Integrated Marketing on account strategy, sales plans, process and integrated deals

Qualifications for account director

- Publications or Publications Planning experience required
- Successful team working and a proven ability to work independently and make critical judgements

- Specialist knowledge of the pharmaceutical industry together with some therapeutic area specialty (broad range of therapy understanding is best) and an understanding of the drug development process
- Experience in and understanding of sales and marketing practices
- Proficiency with Word, PowerPoint and other Microsoft packages a must