Downloaded from <https://www.velvetjobs.com/job-descriptions/account-manager-sales>

# Example of Account Manager, Sales Job Description

Our company is growing rapidly and is looking for an account manager, sales. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for account manager, sales

* Develop annual business plan(s) in conjunction with OEM leader
* Develops a database of qualified leads through referrals, telephone canvassing, face to face cold calling on targeted decision makers, direct mail, email, and networking
* Creates and conducts effective proposal presentations and RFP responses that identify prospects business problems, the effects of the problems, and the JADAK solutions to their problems
* Responsible for identifying and building effective key influencer relationships within target accounts to maximize revenue
* Demonstrates the ability to gather, submit detailed business information for evaluating, pricing, and presentation of solutions to identified prospects’ business problems
* Maintains accurate records of all sales and prospecting activities including sales calls, presentations, closed sales, and follow-up activities within their assigned territory, including the use of Microsoft CRM to maintain accurate records to maximize territory potential
* Participates and contributes to the development of educational programs offered to customers, prospects and company employees
* Assess potential business deals, negotiate favourable terms, and acquire prospect commitment
* Communicate on-going contact/sales activities through Sales Pipeline Report and Call Reports
* Be responsible for sourcing and closing new business across leading media agencies

## Qualifications for account manager, sales

* Knowledge of computer programs such as Word for Windows, Excel, Power Point
* Able to work as part of a team and in a team environment
* Experience or knowledgeable of RF Systems and Wireless Technology
* Comfortable working with partner sales and services organizations, IT and business executives
* Degree or equivalent Min
* Operations and customer support & business environment