Downloaded from <https://www.velvetjobs.com/job-descriptions/accounts-director>

# Example of Accounts Director Job Description

Our growing company is looking for an accounts 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 accounts director

* Manage month-end and fiscal year end closing
* Optimize trade spending and driving profitable volume growth
* Utilizing trade funds to drive activity and increase market share in key categories
* Drive category management ownership at distribution
* Support customer’s marketing, supply chain, and digital programming initiatives
* Communicate and coordinate volume driving programs with Kerry Sales and marketing teams
* Profitably expand branded and private label offerings within distribution
* Drive understanding and best practices at distribution with Kerry foodservice sales team
* Develop direct report(s) and broaden knowledge of optimizing distributor opportunities
* Deliver sales and BOP targets, and drive slotting and turnover of Kerry products

## Qualifications for accounts director

* Reside within close proximity to Frontage HQ
* Experience working with Microsoft Dynamics GP (Great Plains)
* Ability to maintain a high level of accuracy in processing and posting vendor invoices
* Ability to maintain confidentiality concerning client financial files
* Ability to use standard office equipment to include adding machines, copiers, fax machines
* Minimum 10+ years of Accounts Payable experience and management experience