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# Example of Acquisition Executive Job Description

Our company is growing rapidly and is hiring for an acquisition executive. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for acquisition executive

* She/he should be well versed in doing end to end recruitment
* Generate qualified sales leads from new outbound efforts, potential partners, or personal contacts
* Manage your business and pipeline effectively to accommodate a monthly revenue sales quota
* Update and maintain lead and customer information in the company database
* Primary focus identifying and winning new logos with secondary focus on current customer growth
* Acquisition Stock inventory management and printing of Welcome Packs, Forms, MIDs
* Explore a Multi – channel approach to drive acquisition.(Social, Self-serve kiosk Media, PPC, edm )
* Understanding of market dynamics and competitive landscape
* The candidate should be aware that the role will encompass working with local teams where the business plan has a strong emphasis on maintaining and leveraging its core revenues & penetration across the account base
* Develop an 18 to 36 month ‘rolling’ pipeline of well qualified incremental business opportunity

## Qualifications for acquisition executive

* Must be result-oriented, able to handle multiple tasks in fast paced environment and must effectively deal with ambiguity
* Strong knowledge in multiple TA/HC disciplines (marketing, talent assessment, compensation, recruiting, employee relationship, legal)
* 10 years of recruiting experience or equivalent combination of education and work experience
* Extensive experience making business plans to meet and exceed business goals
* Strong networking, sourcing, sales, negotiation and communication skills
* Knowledge of contractor procurement processes or ability to quickly process and implement new methods