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# Example of Client Account Executive Job Description

Our company is hiring for a client account executive. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for client account executive

* An individual contributor with accountability for sales / revenue / margin target achievement, client management, conducting negotiations for new services to ensure commercial viability and realistic expectation setting
* Work closely with other teams to ensure that consistent messages are projected
* Be seen by the client as a trusted advisor
* Existing clients - Consistently attain quota assigned to the region throughout the year
* Account Development & Marketing - Develop sales strategies and key relationships with regional accounts and leverage relationships when an opportunity arises
* Act as the client’s trusted advisor
* Plan and manage regular contract status meetings with the client
* Work with managers of collaborating multidisciplinary teams to ensure service delivery maintenance
* Ensure business development activities
* Manage resource planning activities

## Qualifications for client account executive

* Willing to work non-traditional hours including weekend/holiday travel
* Willingness to drive long distances to various event sites in the Gulf States Region ( TX, AR, MS, LA and OK)
* Ensure support staff is adequately trained on asset set up and troubleshoot
* Willingness to work weekends and nonstandard hours, potential frequent travel
* Prior experience selling/implementing complex software and service solutions
* Prior experience selling/implementing in independent school market a plus