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# Example of Junior Account Manager Job Description

Our company is growing rapidly and is looking to fill the role of junior account manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for junior account manager

* Coordinating all elements of the QNX Software Systems functional departments towards penetrating the Tier 1’s and OEMs and meeting commitments made to these prospects/customers
* Developing and maintaining customer relationships with our major Leisure client
* Submitting and implementing strategic waste management plans in line with our client’s environmental objectives
* Preparation and maintenance cost saving commercials for contracts
* Ensuring client compliance with current and future environmental regulations and legislation
* Auditing both suppliers and clients sites
* Support Sales/Customer Mgr/Director to grow the business with Key Customer Account
* Drive business and accounts performance in the field through creating a streamlined experience
* Responsible for annual retailer revenue targets (Budget) and performance measured in customer P&L
* Monthly Turnover Estimates (Tips C, Zielmatrix)

## Qualifications for junior account manager

* Preparing regular and specific price calculations
* BA/BS, with minimum 2 years related work experience
* Demonstrated track record working independently in outside sales, project management or similar roles
* Strong interpersonal skills, including oral and written communication, with proven ability to build rapport and establish strong relationships
* Demonstrated track record of producing tangible results in a competitive and rapidly growing market
* Understanding of residential production home building industry, financing and construction methods