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

# Example of Regional Account Job Description

Our growing company is hiring for a regional account. 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 regional account

* Meet company objectives on specific qualifying equipment placements
* Develop specific sales strategy at the Regional Chain Account by working through the Primary Distributor, Regional Distribution Manager, National Account Manager and Territory Sales Representatives
* Maintain and manage the existing GPOs\Regional Accounts within the region
* Develop and cultivate relationships within the distribution network with focus on chain account personnel
* Communicate market trends, potential new suppliers, competitor’s as market place evolves
* Display or demonstrate product and equipment, using equipment, and emphasizes salable features and benefits of equipment, product and service
* Create sales letters, documents and proposals outlining features and benefits of proposed equipment/service/product program
* Quotes prices and prepare sales contracts for accounts sold
* Prepare and conduct reports of business reviews
* Prepare and maintain sales information including sales call information, current market environment and prospective future market environment

## Qualifications for regional account

* Support on underperforming monthly pass meetings – internal outreach and communication between regional and strategic team
* Ability to work independently since this role is a remote role
* DCRM/Salesforce experience a plus
* Strong Verbal Communication with an eye for process improvement
* Very organized, strong Multi-tasking and Problem Solving skills
* High energy, strong work ethic, and self-starter as this role works remotely