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# Example of Sales Manager / Account Manager Job Description

Our innovative and growing company is hiring for a sales manager / account manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for sales manager / account manager

* Coordinate with Customer Service, Quality, Engineering and Manufacturing to insure there is good communication and understanding of customer needs
* Effectively navigate the structure within the customer’s organization, establishing himself/herself as a trusted advisor to multiple functions at multiple levels, including senior officers internally and externally
* Resolves internal and external customer issues and/or concerns
* Facilitates customer site safety assessments
* Coordinates executive management customer contacts
* Develops and implements customer entertainment plans
* Confer with customers and engineers to assess product needs and to determine system requirements helping the customer develop complete system solution
* Monitor and evaluate the activities of new product development, insuring products meet the customer’s technical and commercial needs
* Create customized solutions and business plans to meet customer needs and achieve departmental/business unit goals
* Develop and implement a sales plan to achieve revenue and traffic growth

## Qualifications for sales manager / account manager

* Excellent negotiation skills between multiple parties is a must proven track record of success at closing the deal
* 5-7 years of relevant work experience in B2B Sales, Business Development or Production Management (in any industry)
* Knowledge of the Payment industry
* Strong Team player for continuous teamwork in collaboration with other members of sales and services team
* Self-motivated, highly innovative, strong initiative, and self-directed
* Proficiency in MS-Office Software (Excel, Word, Access and PowerPoint)