



## Example of Key Account Job Description

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Our company is looking for a key account. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

### Responsibilities for key account

- Negotiate, close and sign deals and/or support/lead the contracting and tendering process within Private (RFPs, Wholesalers, 3rd parties ) and State sector (Tenders and Buy-outs), and facilitate the development and delivery of proposals in order to meet profit targets
- Regularly track the execution and impact of activities and performance of key accounts in order to constantly improve impact on bottom line
- Manage legal agreements in respect of the key account management portfolio
- Manage wholesaler stock levels and credit limits and find viable innovative solutions to challenges in respect of stock levels and credit limits without exposing the company to financial risk
- Manage controlled releases from dispensing pharmacies
- Capture all in field activities and interactions on the CRM system
- Manage and update Key Account profiles on the CRM system
- Coach in field teams on Key Account management concepts
- Ensure commercial targets for the allocated customer(s) are met – including retention and new business development
- Responsible for overall operational/service delivery for the allocated account(s)

### Qualifications for key account

- Solid background of specialty pharmaceutical sales selling
- Previous selling experience in a hospital is a must ability to perform complete account selling
- Willing to travel frequently in the assigned territory
- Polymer or the related education background is preferred