



Example of Solutions Executive Job Description

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Our company is looking to fill the role of solutions executive. 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 solutions executive

- Work with finance team to ensure payments are received and processed accurately
- Manage trade credit indemnity claims liaising with insurers/clients where appropriate
- Complete quarterly SAFR process and quarterly review
- Attend strategic meetings with appropriate producer
- Develop new business submissions and provide producer with NBIs as needed
- This approach will involve a monthly refresh of key 1st and 2nd party data and a quarterly refresh for 3rd party insight
- Consistently ascertain customer needs and current market opportunities
- Locate and define potential target markets and develop sales opportunities through cold calling activities, in person introductions, networking, and referral sourcing
- Establish the strategy and tactical account plan that will drive revenue growth and develop new opportunities of engagement
- Ownership of the account goals and objectives including measuring and monitoring performance and critically contributing to global strategic business goals

Qualifications for solutions executive

- Resourcefulness to find solutions to unusual and new situations in a limited market space is essential
- 4-year degree from an accredited institution in Architecture or Engineering
- 5+ years sales, business development and/or services delivery experience in a high technology services business, or Oil&Gas industry preferred
- Strong French and English technical writing and reporting skills
- Strong presentation skills (oral & written) with demonstrated ability to deliver compelling presentations