



Job Title

Junior Account Manager

About Us

Campaign Master (UK) Ltd. is a leading email marketing software and services provider. We provide robust, reliable online solutions for professional marketers to promote their business via email and online tools. Our client base is growing and ever evolving so we are looking for hard working, personable people to join our friendly team.

Role and Responsibilities

Your role is to manage and grow your portfolio of client accounts. You will be in regular contact with your accounts and making them aware of new features and functionality available, so regular online or travelling to client offices for face to face meetings will be taking place. You will also work closely with your accounts and their email marketing projects and provide advice and guidance on how to grow their email marketing efforts.

- **Building relationships with clients after implementation to ensure email requirements are met and exceeded**
- **Meeting with clients on a regular basis to advise about new features and functionality available in their accounts**
- **Managing account activity using internal CRM inputting current, accurate and detailed information**
- **Provide weekly and monthly forecasts or as and when requested**
- **Demonstrating system capabilities to clients via web ex meetings or in person at client sites across the UK highlighting the benefits of our systems and providing training**
- **Up selling and cross selling of consulting days, add on modules, templates etc. to enhance current email marketing efforts**
- **Keeping up to date with new developments in the email marketing industry and technology advances in this sector**
- **Participating in internal and external training events to up-skill and retain email marketing knowledge levels**
- **Working closely with all internal departments to provide the best customer service possible to clients**
- **Maintaining relationships with clients in order to hit and exceed revenue targets set**

Position Type

Full time
37.5 hours per week

Department/Group

Sales

Location

Harrow on the Hill,
North West London

Level/Salary Range

Negotiable – dependent on experience and skill and disclosed on application

Benefits

- Company Pension
- 25 days annual leave
- Fantastic working environment
- Uncapped commission
- Target incentives
- Regular team social events

Qualifications and Education Requirements

At least 1 year's previous account management experience, ideally in a software solutions sector. PC literate with ability to use Microsoft Office to an excellent standard. Ability to learn new software quickly as will be expected to demonstrate platform capabilities.

Preferred Skills

Excellent presentation and communication skills as presenting software to individuals and groups right up to board level. Well-spoken with a professional appearance and aptitude for client meetings. Great time management skills and ability to prioritise projects and manage own workload efficiently.

Applications Accepted By E-Mail: hr@campaignmaster.co.uk

Subject Line: Junior Account Manager