

MBI SEATTLE



Account Manager

Job Type Full Time

Location Seattle, WA

Objective

Grow sales and market share in each account by managing the customers' needs and requests.

Description

Manage, support and grow accounts to develop opportunities, enhance customer satisfaction and optimize MBI Seattle as their provider; resulting in increased market share and gross profit by expanding products and services provided.

Methods include regular contact, follow up, providing new offerings and knowledge that lead to consistent communication with the client. Maximize the resources from MBI Seattle and our partners for excellent customer service, relevant product support and tactical suggestions that positively influence MBI Seattle's customers. Responsible for identifying opportunities in the market that lead to proposals, quotes and ultimately increased business. Engage with Sales Management to help implement account strategy and account activities as assigned.

Responsibilities

- Day to Day responses to customer requests
- Annual & project customer budgets and plans
- Quote preparation
- Proposal, Bid and RFP responses
- Order follow up
- Product Demonstration and knowledge
- Coordinating Finish samples
- Field measurements and job site assessment
- Assess customer needs and make recommendations
- Present Learning or helpful Research/Trends info

Qualifications and Skills

- At least 2-4 years of industry experience
- Excellent communication & interpersonal skills
- Self-motivated
- Detail-oriented
- Ability to work well independently and with colleagues
- Experience building, growing and maintaining positive client relationships
- Ability to prioritize workload and responsibilities
- Ability to work well under deadlines

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