

Position: Account Manager

About the Organisation :

Organisation is a national player in shopper marketing and commercial space development execution; consultancy, design and delivery in transport hub and urban development projects. The organisation is headquartered in Bangalore and has national presence with regional offices in Mumbai, Gurgaon and Kolkata. It has its own state of the art manufacturing facilities in South and North India and strategic alliances in other parts of the country. We are an IMS/ISO certified company and an Equal Opportunity employer with robust system and practises.

Job Brief:

The Account Manager is responsible for maintaining and expanding relationships with significant clients. He/She work in close association with various business departments, and thus maintain and develop the strategic relationships with the Key Accounts. In short, they play the role of a strategy builder and the brand custodian!

- Understand client brief & debrief to internal teams.
- Cost estimation and provisioning the budgets.
- Analyzing and managing project risk.
- Monitoring project progress, reports and necessary documentation.
- Project planning & collection management
- Co-develop and execute plan to achieve monthly billing & collections
- Vendor management, Training & Development
- OEM/Supplier management & peer analysis
- Team player & Multi-tasking capabilities.
- Effective time management for timely project completion.
- Ensuring client satisfaction on overall project management.

Requirements:

- PG degree is a must, MBA shall be value add.
- Minimum 7-8 years' experience in Account Management from Retail/Mktg. execution agency with considerable experience in signage, graphics and display fixtures.
- Knowledge of retail turn key project and shop fitouts shall be value add.
- Proficiency in Microsoft Excel and Power point presentations.
- Ability to handle multiple client account and build rapport at higher levels.
- Should have considerable experience of managing a cross functional team.
- Ability to handle business of atleast INR 5 Cr.
- Excellent communications skills.
- Should be Comfortable with travel basis project requirements.
- Spoken proficiency in multiple languages shall be added benefit.