

ACCOUNT EXECUTIVE

JOB DESCRIPTION

Since 1993, American Interiors has continued to be proven experts at creating interior environments that inspire the places we work, learn, heal and play. We provide products, services and workplace transformation consulting across our markets. With today's growing and multi-faceted company, American Interiors has remained true to their roots - working closely with its clients to develop long lasting partnerships.

DEPARTMENT	Sales	COMPENSATION	Salary
POSITION TYPE	Full-Time	TRAVEL	Minimal
REPORTS TO	Vice President of Sales	CONTACT	Chuck Radabaugh

We are looking for an Account Executive that is self-motivated with an entrepreneurial nature to join our sales team.

ROLES & RESPONSIBILITIES:

- Be the face of our organization. Educate the customer, be a resource and advocate for the customer
- Seek opportunities for new business by actively cold-calling and also utilizing existing resources for warm leads
- Provides professional customer interface by attending client planning meetings to determine end results
- Join lead groups or industry trade associations to market yourself and the company (after hours networking).
- Prepares presentation material (RFP responses and quotations)
- Calculate discounts/gross margins with sales manager/VP of Sales
- Utilizes product matrix to seek opportunities within an existing and/or new account
- Offer unique solutions that will help a customer meet their business and financial goals
- Provide monthly sales forecasts to the VP of Sales
- Benchmark against the yearly sales goal striving to both meet and exceed the goals set forth
- Thoroughly understand the products that we offer as well as our competitors' products
- Regularly and consistently demonstrate the American Interiors values and guiding behaviors

QUALIFICATIONS & EDUCATION:

- Excellent customer service and communication skills
- Strong organizational skills to remember the important details of each project and scope of work
- Must be detail oriented and have the capability to be responsive in a timely manner
- Ability to prioritize and manage multiple tasks
- Aptitude with technology and willingness to learn and improve daily
- Computer literate (word processing, spreadsheets, project applications)
- Ability to read construction documents and specifications
- Bachelor's degree in Interior Design, Interior Architecture, Interior Construction, or Sales/Marketing
- At least 2 years of sales experience
- Experience in CAP 2020 & Visual Impressions are a plus

BENEFITS PACKAGE:

American Interiors offers a comprehensive competitive benefits package that consists of: health plan, dental plan, vision plan, 401k plan with a safe harbor, life insurance, cell phone stipend, laptop, and paid vacation.