

ACCOUNT MANAGER

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 seeking an organized, proactive, and efficient hybrid Account Manager/ Interior Designer to join our team. Candidates will be responsible for activities related to the design, space planning and specification of systems furniture in collaboration with leadership, design team, sales team and project managers.

ROLES & RESPONSIBILITIES:

- Support local sales teammates
- Provides professional customer interface by attending client planning meetings
- Performs furniture selection, product pricing, design, and selection of finishes
- Coordinates, develops, and reviews proposed project designs and construction plans
- Consults with project team on the layout, design, and space planning of furniture specifications
- 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
- Works with installers and project management to ensure installation meets customer specifications 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:

- Bachelor's degree in Interior Design, Interior Construction, Sales, Marketing, or Business
- NCIDQ certification, PMP certification is a plus
- Proficient in Microsoft Programs Excel, Outlook, Powerpoint), Cap 20/20
- Excellent customer service and team communication skills
- Strong organizational skills to remember the important details of each project and scope of work
- Ability to read construction documents and specifications
- Ability to prioritize and manage multiple tasks
- Ability to work with mathematical concepts
- Aptitude with technology and willingness to learn and improve daily

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.