

Account Manager

Primary Responsibilities

- Management of maintenance accounts and sales within a defined territory
- New maintenance customer sales
- Developing proposals for enhancement sales
- Coordinating with operational personnel to oversee completion of maintenance work orders and enhancements
- Attending property walks and association meetings
- Developing action plans to meet customer needs
- Identify and bid new business in territory

Skills required

- Associate or Bachelors in related field preferred
- Verbal or written communication; proficient in Excel, Outlook
- Time management/organized
- Self-driven and goal oriented

Reimbursement

- Competitive salary D.O.E
- Commission opportunities
- Phone/Laptop provided
- Car allowance/fuel card
- Medical/Dental plans offered