

Account Manager

We're looking for an Account Manager to join our growing agency.

This role provides a fantastic opportunity to join a dedicated team working on key accounts within the agency. You need to be an established Junior Account Manager or Senior Executive ready to take the next step in your career and hit the ground running as part of a busy, tight knit team.

Key responsibilities

- Confidently manage the day-to-day delivery of client campaigns and manage clients and their expectations
- Understand client needs, take briefs, consult with confidence and liaise with internal agency departments and suppliers
- Represent the agency in presentations and meetings, building strong working relationships
- Add value to client relationships through an understanding of thought-the-line marketing activities and experience
- Control the financials, from quotations through to invoicing and reporting
- Ensure clients receive a superior level of customer service from the agency.

Key skills/experience

- Have a minimum of 3 years agency experience at Junior Account Manager or Senior Account Executive level
- Have experience of working across the range of services that we delivery, design and print, digital and social campaigns, DM, email, web development, film and content
- Have a clear commercial focus and a strong understanding of clients' businesses and their needs
- Have exceptional organisational and time management skills, with the ability to think on your feet
- Be process driven, with a high attention to detail
- Be intelligent with excellent interpersonal and communication skills – both written and verbal
- Be used to and capable of working to tight timescales
- Be a team player with a passion to support the agency in achieving creative and commercial success
- Be curious, enthusiastic and always willing to roll your sleeves up and learn something new

This is an exciting opportunity to grow within a fast-paced agency based in central Leamington Spa.

Please send a CV and cover letter to: hr@denfield.co.uk

