

# JOB DESCRIPTION

**JOB TITLE:** Account Manager  
**WORKING HOURS:** 37.5 hours per week  
**LOCATION:** Sunbury

## ROLE SUMMARY

An exciting opportunity has arisen for an Internal Sales Executive to join a fast growing technology company. AVMI is the UK's leading provider of Audio Visual and Video Conferencing solutions and is expanding rapidly overseas as well as developing a number of market leading innovations. This is a varied, fast paced role that would be well suited to someone that is looking to further their career in Sales with a growing technology company.

## DUTIES AND RESPONSIBILITIES

- Handling inbound sales opportunities and developing existing clients, both end users and partners.
- Working closely with our partner team to qualify new opportunities.
- New lead qualification and allocation.
- Consistently delivering an on target performance against assigned annual KPIs.
- Accurately forecasting current month and 3 months pipeline of business opportunities including sales revenue and expected GP.
- Systematically targeting non named service accounts to develop opportunities and expand AVMI's reach within the accounts [as defined by the Sales Director or Sales Support Manager].
- Recognising and proposing all up-sell opportunities for AVMI products and services.
- Assist with tender opportunities as required.
- Producing quotations for both partner and end users.
- Establishing strong relationships with new clients and maintaining existing relationships in an aim to move clients into the Account Management team once developed.
- Weekly reporting on new inbound opportunities and development accounts.

## SKILLS PROFILE

- Excellent telephone manner and a can do attitude.
- Excellent communication and written skills.
- Innovative thinker.
- Ability to identify the real business value of the sales proposition.
- Ability to succeed with different personality types.
- Excellent questioning techniques.
- Confidence in sustaining prices.
- Ability to extract maximum value from opportunities.
- Basic understanding of AV and VC offerings.

## WHY WORK FOR AVMI

- Be part of a fast-growing company working with some of the world's biggest brands.
- Ambitions to become a global player (recent office openings in New York and Hong Kong).
- An evolving business that provides great opportunity for development and progression.
- Great team environment.