



Account Executive

The Account Executive is responsible for the day-to-day development and management of Neary Martin's client business. This person is accountable for delivering quality at every stage sales cycle, managing internal and external resources, delivering results, developing innovative business solutions and improvements, prioritizing immediate and long-term opportunities and building positive client relationships.

Neary Martin is a solution-driven brand management firm. We specialize in the design, production and delivery of custom manufactured products, branded apparel, promotional products, online corporate stores, fulfillment services, new hire kits, awards, calendars, print and graphic design services, marketing strategies and safety programs.

Primary Responsibilities:

- Responsible for all aspects of clients' custom orders through the sales and production cycles.
- Client correspondence, product / solution searches, product recommendations and quoting.
- Answer customer questions, inquiries, and concerns to resolve customer issues in a timely manner.
- Order processing, coordinate product sample requests - in partnership with our vendors.
- Accountable for quality on all project deliverables, managing internal and external resources, driving the business plan and delivering measurable results.
- Create new client acquisition through successful lead generation including prospecting, networking, account-based marketing and social selling.

Required Skills:

- Minimum of 2-3 years of successful B2B sales experience or business development, ideally in a consultative role.
- Solid team player.
- Plan and prioritize daily tasks and ensure the customer is the top priority.
- Able to prioritize tasks, problem solve and stay organized.
- Entrepreneurial mindset, self-starter, creative, proactive and shows initiative - "Think on your feet!"
- Experience with Microsoft Office (Outlook, Excel & Word) and, ideally, QuickBooks.
- Knowledge in Adobe Illustrator and Photoshop is a plus.

Our Values:

- Client-focused, service-driven.
- Get the job done attitude: On-time and on-budget.
- Pride in your work. Desire to learn new things. Go the extra mile.
- Team player.
- Treat everyone with respect and have fun!

Benefits:

- Medical Insurance
- Dental & Vision Insurance
- Unlimited Income Potential
- Simple IRA Retirement Matching Plan
- Paid Time Off & Paid Company Holidays

Send your resume to: martin@nearymartin