

Senior Account Manager

We are looking for a Senior Account Manager.

The type of work we do includes advertising campaigns, print and design of literature, exhibition design, research, branding and corporate identity, ongoing digital and content work, apps, sales management tools and full site builds including brochure, multi-language, eCommerce, multi-sites, and large catalogue sites often with substantial, complex, back office software integrations.

We expect that you will have relevant experience in an agency or client side environment and are particularly interested to hear about any digital or B2B experience as the clients you will manage are mainly digital projects and overwhelmingly B2B.

In particular, we are looking for candidates who have the potential to be strategic, can provide creative solutions to problems, and above all are dependable.

Some of your responsibilities will be:

- 1. To manage the strategy of, relationship with, workflow and profitability of Clients/Contacts that are assigned to you.**
 - a. Understand and respond to the Clients' business, communications strategy and objectives. Obtain business data and market information from the Client and from the competitive environment to ensure that the Agency is fully immersed in the Clients' business.
 - b. Debate the strategic direction of any brief with your Client. Understand the wider objectives of the brief and suggest alternative routes that the Client may not have considered.
 - c. Take full responsibility for projects assigned to you, from managing timings and budgets, through to Client liaison, briefing and invoicing. Make sure that the Account Director knows what's going on, and approves key documents such as briefs and creative work.
 - d. Manage projects in proactive way, positioning the Agency as a key strategic partner, taking an active interest in all aspects of Client business.
- 2. To gain profitable business from new Clients.**
 - a. Promote the Agency wherever possible, identifying leads and pursuing them effectively.
- 3. To foster your own personal development through training.**
 - a. Identify your own weaknesses before others do and suggest training that will strengthen these areas.

Salary will be related to experience and benchmarked against market value. A pension contribution of 5%, 20 days' holiday (rising to 25 with service), plus bank holidays and Christmas closing are also on offer.

We also offer flexible start and finish times to allow for childcare etc.

The clients that we work with expect us to add value to their business. We do this by providing solutions that are more effective than they can produce themselves. Therefore, it is important that team members are interested in and enjoy their work and are motivated to constantly develop. For this reason, we provide regular training (both internal and external) ranging from 1 hr. seminars to degree level qualifications and beyond.

To make an application please send a covering letter/email/note to Alex Swann saying what you could bring to Lesniak Swann, together with your CV.

If you are sending your application by email please send it to alexs@lesniakswann.com

In the covering letter/note please make sure that you say how much you want to earn and confirm that you can drive and have access to a vehicle.