



Title of Position: Account Manager

Duration: Full-Time, Exempt, Permanent | Monday – Friday | 8:30 – 5:30

Location: Raleigh, NC, Virginia Beach, VA, or Remote

Reports To: Under the general supervision of the Sales Director

Roles & Responsibilities

- Manage and develop a database of the Company's existing and new clients.
- Ethical and profitable sales of branded merch, custom apparel, and marketing experiences/services.
- Develop branded merch campaigns for clients that are focused on:
 - Employee recruitment, recognition, and retention
 - Client appreciation
 - Marketing/tradeshows efforts
 - New and rebranding strategies
 - Prospecting resources for sales teams
 - Community-centric, cause-marketing efforts (BrandGood)
 - Online merchandising storefronts
 - Kitting and unboxing experiences through direct mail
- Engage with manufacturers and decorators in responsible sourcing domestically and overseas, cost-effective and creative brand merchandise on time, on budget, and on brand.
- Attend tradeshows to stay in tune with new product lines/trends/design processes.
- Become proficient with research and CRM software for dynamic proposals, order entry, client database management, and sales tools such as pipeline management.

Qualifications

- At least 2 years of Promotional Products/Branded Merchandise sales experience or in a similar industry, such as commercial printing, advertising, or marketing agency sales.
- Education (real world or university) concentration in accounting, marketing, or business administration is a plus.
- Experience working with order entry and CRM software.
- Project management and organizational skills and the demonstrated ability to work as a team player.
- Listening, Creative Thinking, Creative Problem Solving, Continuous Learning, Attention to Detail, Self-Management, Administrative and Prioritization skill sets.
- High-speed processing and accurate work.
- Strong verbal and written communication skills.
- Able to collaborate, negotiate, and persuade, while maintaining positive relationships with employees, peers, clients, and third-party partners.
- Sales and marketing, creative writing, or retail background are a plus.
- General understanding of accounting and basic Microsoft Excel skills is a plus.

Desirable Skills/Experience

- SAGE or ESP software
- General understanding of online merchandising through corporate store channels.

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- Design-Driven Selling

Job Specifications: (which we realize are slightly curious, but they are important, nonetheless)

- Ability to remain in a stationary position 50% of the time.
- Ability to move about inside the office to access file cabinets, office machinery, etc.
- Continually operate a computer and other office machinery, such as a cost/margin/sell calculator, copy machine, and printer.
- Frequently communicate with suppliers and clients about pricing and product information, and exchange accurate information.
- Distinguish colors and assess imprint accuracies or inaccuracies.
- Vision clarity within 2 feet or less.
- Work with moderate to loud levels of music (rare heavy metal, punk, and rap) and noise that is typical for the work environment.
- Ability to lift or force exerted occasionally up to 25lbs.
- Work pressures, disturbances of workflow, and/or irregularities are expected and occur regularly.
- Make ongoing prioritization and re-prioritization decisions and communicate within a team.

Conditions of Employment:

- The selected candidate will be required to pass a criminal history background check
- Job offers are contingent upon the execution of more detailed Employee, Sales, and Non-Compete Agreements.

Application Process

Please visit www.brandfuel.com. If, after review, you are interested in the branded merch industry and Brand Fuel, please email your résumé: resume@brandfuel.com. Please mention who you were referred by or how you heard about the opportunity. Only qualified candidates will be contacted.

About Brand Fuel:

Founded in 1998, Brand Fuel is a free-spirited brand merchandising agency and web services firm with three locations/showrooms: Raleigh, NC, Va. Beach, VA, and Boston, MA. Brand Fuel coordinates the selection, design, decoration, and production of logo merchandise for clients locally and worldwide. Since its inception, Brand Fuel has earned Best Places to Work, Best Website, PPAI 100, Best Showroom, Best National Marketing Event awards, and is recognized in the top .05% of the industry in revenues. Our grandest initiative and representation of company pride is our [B Corp](#) Certification, where we have achieved verified social, environmental, and governance standards.

Brand Fuel provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, Brand Fuel complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

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