

Internal Account Manager

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Company: Unity Resourcing Ltd

Location: Leeds

Category: sales-and-related

Internal Account Manager

A fantastic opportunity has arisen to join a market leading business. In this role, the successful candidate will be responsible for managing a large group of existing accounts.

This position is based in Leeds, West Yorkshire. Salary is between £32,000 – £36,000 p/a based on experience plus excellent benefits including a generous company bonus scheme and 23 days annual leave + stats.

The role would suit someone from a client service background who has experience in leading and developing client relationships and internal account management experience. This is a varied position with responsibilities ranging from client relationship management, account management, data insight analytics and creating opportunities to upsell to existing customers.

Responsibilities include:

- * Managing internal accounts end-to-end
- * Overseeing customer queries
- * Analysing and providing financial information, data insights, and recommendations to management and to Clients
- * Ensuring internal ERP and CRM system is kept up to date
- * Management of monthly sales figures process and Customer Service checks
- * Visiting client sites when required

Candidate requirements:

- * Internal sales account management experience

- * Ability to plan ahead, be pro-active and work on your own initiative
- * A confident approach and experience in talking to customers
- * Excellent IT skills - a good working knowledge of Excel, Word and Outlook is a must
- * Strong communication skills
- * Excellent customer service skills
- * Client relationship management skills
- * Analytical/data skills
- * The ability to identify and upsell opportunities

Candidates must be pro-active, highly organised and comfortable working to tight deadlines.

Please apply via the link provided or contact Kitty King – Unity Resourcing for more information.

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