



## **ACCOUNT MANAGER**

We are a well established and growing greenhouse business located in South Surrey, BC with markets throughout Canada & the United States. Our organization is currently seeking an experienced Account Manager to join our team.

The Account Manager will be responsible for acquiring, expanding and maintaining a territory or area of sales accounts, both national and international. This role involves increasing company revenue by generating sales from new and existing customers. The Account Manager will identify, qualify, and close accounts seeking the organizations products and services. They will also raise awareness of company offerings and initiate new business ventures to increase market share and meet fiscal goals.

The successful candidate will have strong business acumen, exceptional analytical skills and top notch customer service skills. In addition will possess self-starting attributes, results oriented attitude and the ability to communicate clearly and confidently with all levels of business including customers. The role will focus on key account management and analysis for our nationwide business. This position is an excellent opportunity for someone looking to work in a dynamic and challenging environment.

### **CORE RESPONSIBILITIES**

- Service key accounts with exceptional customer service.
- Support the reporting requirements for key accounts.
- Explore and identify sales opportunities via various sales channels.
- Identify and improve financial status by comparing and analyzing actual results with plans and forecasts. assist with cost reductions and monitor variances.
- Guide cost analysis process by establishing and enforcing policies and procedures; explaining processes and techniques; recommending actions.
- Partner closely with all departments to assist with planning.
- Maintain the specific policies, procedures and tools, including updating key account procedures and documentations.
- Support special projects as required.

### **TECHNICAL SKILLS & EXPERIENCE**

- Post-secondary education with a specialization in Business
- At least 3-5 years of experience direct selling and Account Management experience
- Floral/Greenhouse Industry Knowledge/Experience is an Asset
- Customer Service experience handling large international accounts is an asset.
- Good organizational, time management and prioritizing skills

- Excellent MS Office skills including Word, Excel and Outlook
- Exceptional communication skills with internal business units and external customers.
- Attention to detail and accuracy is a must.
- Able to deal with highly sensitive information confidentially and with integrity.
- Ability to work well under pressure, and anticipates and resolves problems before they develop.
- A team player who can work collaboratively within the group and across the business.
- Genuine self starter, proactive by nature with a high degree of initiative.
- Some travel may be required.

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