

# Account Manager

Ledger Bennett Denver CO - United States (Remote)

Our fast-growing agency is filled with some of the most talented people in the industry—and we're on the lookout for more. If you're ready to grow your career, develop new skills and deliver incredible work for our clients, come join us at one of our offices in London, San Francisco, or Chicago.

## **What will my new role involve?**

Joining our team as our new Account Manager, you will be responsible for campaign management whilst supporting the Senior Account Manager / Account Director on some of our biggest accounts.

In your new role, you will be required to maintain great client relationships and to help drive organic growth within your account group through effective campaign delivery. You will also be responsible for:

- Campaign ownership and day-to-day management
- Project management, ensuring deadlines are met and timelines are kept up to date
- Campaign estimating and invoicing in a timely manner
- Assisting the SAM/AD in managing the internal delivery teams and their tasks
- Writing detailed briefs for both creative and media activity, ensuring that every brief has SAM/AD sign off
- Ensuring that all project work is up to a high standard and meets the brief
- Ensuring that the agency's service to the client is being delivered efficiently and to the client's objectives and satisfaction

Overall, you will be responsible for ensuring your clients experience the very best service and output from Ledger Bennett through your contact with them and their campaigns.

## **Essential Skills**

Our ideal Account Manager

As our newest team member, you will be able to use your excellent account management skills to ensure that our client's expectations are exceeded. If you are a commercially savvy, proactive, fast thinker, this is the perfect role for you! We are looking for a candidate who has:

- Experience in account management, preferably at a B2B marketing agency
- Sound knowledge of agency processes
- Knowledge in B2B marketing across core disciplines
- Detailed knowledge of digital marketing
- Strong paid media experience
- Managing campaigns from client brief to final outputs
- Ability to review strategic and creative proposals
- Numerate and financially/business savvy
- Curiosity to develop your analytical and strategic experience
- A creative approach to problem-solving
- Proven experience in relationship building
- Ability to communicate in a clear, concise, and well-crafted manner
- Good interpersonal skills in order to deal with clients and fellow employees
- PC skills – word processing, spreadsheet, email and presentation packages
- Degree level education in any subject desirable

## **What you can expect from Ledger Bennett**

As a leader in Digital Marketing, Ledger Bennett believes in rewarding our team with a generous compensation package tailored to suit them. In addition to a highly competitive salary, we offer a full range of benefits tailored to suit you.

As a fast-growing global business, we understand feedback is important. We take an intentional approach in reviewing these offerings consistently and adjust based on our team's feedback.

## **Benefits**

As our Account Manager, you will be entitled to a competitive salary, plus a range of benefits including:

- Medical/Dental/Vision Coverage (100% premiums paid for employee + 50% premiums paid for dependent)
- Life Insurance with 100% Paid Employee Premiums
- Unlimited PTO!
- 401 (k) with Employer Contribution
- International Travel Benefits (We host an annual holiday party in London!)
- Free and confidential access to our award-winning Employee Assistance Program (EAP)
- An innovative approach to employee development through our People Framework
- Corporate Social Responsibility (CSR) activities (In 2021, we are partnering with Mental Health non-profits to support their goals; involving our team in mental health workshops, wellness Wednesdays, and more)
- Create your own WorkStyle: As long as it works for your clients, your manager, and you, we trust you to make the call on where, when, and how you work!
- Employee Referral Bonus (\$675 per role)
- Wellness perks including 24/7 TeleDoc, Discounted access to hundreds of gyms w/ company-paid joining fees, complimentary counseling services, and more!

If you have the skills and experience to excel as our Account Manager, click [APPLY](#) with your resume.