

Job Title: Jr. Account Executive
Experience: 0-2 years
Openings: 5
Location: Noida
Shift: PST

Profile overview-

We are looking for intelligent and ambitious candidates for this Account Management role for the U.S. Government Contracting Process. The ideal candidate for the job must be *agile, quick, ambitious, self-motivated, and a thinker*. This job requires strategic thinking, business instincts, and excellent communication skills.

Job Responsibilities:

- Prospecting and generating new business in existing Accounts. Remaining up-to-date on general trends and activity within existing and target client accounts.
- Building and progressing a strong sales pipeline, as well as forecasting
- Developing sales strategy and account plans within account deck to gain greater market share to include proactive research of potential deal activities and trends.
- Dealing with a variety of internal stakeholders and teams.
- Identify and establish relationships with key dealmakers through prospecting and expansion of existing contacts within accounts
- Ability to lead the service effort

Minimum Requirements-

- **Strategic thinking**
- **Excellent verbal and written communication skills**
- Proficient in Microsoft Applications
- Ability to learn new processes
- Comfortable and flexible with changing priorities
- Punctual, reliable and responsible
- Strong work ethic
- **Excellent problem-solving abilities**
- Strong organizational skills
- Highly motivated, a team player and motivated self-starter
- Ability to work effectively in complex global organizations, satisfying the needs of diverse constituents, and often working under the pressure and manage conflicting priorities