

# ACE DISTRIBUTING

<b>POSITION:</b>  <b>ACCOUNT MANAGER</b>	<b>DEPARTMENT:</b> SALES <b>REPORTS TO:</b> SALES MANAGER <b>STATUS:</b> EXEMPT <b>DATE:</b> 1/29/2018
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The role of Account Manager at Ace Distributing is to maintain and grow business and revenue opportunities for its retail partners throughout assigned territory, serving as a valued resource to all necessary partnerships and consumers.

## **WHAT WILL I BE DOING?**

***In your role as Account Manager, you will be part of our success by fulfilling the following key functions:***

- Identify and manage the inventory within assign retail partners' accounts, ensuring the utmost in quality and consumer experience with Ace Distributing portfolio.
- Executing business plans through fact-based selling techniques and displaying an ability to "close deals" with customers using fact-based selling and superior communications skills
- Execute route specific business plans through strategic selling, ensuring strong ability to secure and expand business opportunities for Ace Distributing.
- Execute account level sales growth through maximizing points of distribution and creating incremental revenue opportunities for retail partners.
- Selling creative displays to retail partners to be at optimal locations within the account to maximize revenue opportunities for retail partners.
- Hitting incentive plans and volume goals built out by Ace and our partners
- Display skills to work independently and efficiently within assigned route matrix.
- Execute the receipt and processing of account orders, in addition to proficiency in basic product maintenance and merchandising responsibilities for optimal consumer experience.
- Execute Company goals on how a sales call should be executed
- Ensuring that customers are sufficiently merchandised by controlling back room stock and shelves through leading and influencing merchandising employees
- Providing data and insights to internal partners for growth from in-store consumer activity
- Display a proficient knowledge of the Ace Distributing family of brands to continually provide valuable resources to retail partners.
- Promoting and fostering a collaborative teamwork based culture to ensure market success.
- Presenting new ideas and new ways of thinking in an effective and persuasive manner

## **WHAT DO I NEED TO DEMONSTRATE?**

***As well as a strong desire to learn and succeed, to be considered for this position you must be able to meet the following requirements:***

- High school diploma plus significant related experience
- Strong problem solving, influence and negotiation skills
- Demonstrated use of excellent interpersonal skill
- Excellent written and verbal communication skills
- Strong Microsoft Office Skills
- Sales experience B2B or strong educational background in Sales
- Managing inventory within accounts
- Writing, entering, and/or processing customer orders

## **WHAT ELSE DO I NEED TO KNOW?**

- Must be flexible to support a 24/7 operation, which may exceed a normal 8 hour workday
- The ability to work a full shift, come to work on time, work overtime as needed and the ability to work according to the necessary schedule to meet job requirements with or without reasonable accommodation is an essential function of this position.
- While performing the duties of this job, the employee frequently works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals and vibration. Also, frequently required to walk, sit, talk, hear, use hands and fingers to operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to balance, stoop, kneel, and crouch. The employee must be able to lift up to fifty (50) pounds, when necessary. Specific vision abilities required by this job include close vision, peripheral vision, color vision and the ability to adjust focus.
- The job description is only a summary of the typical functions of the job, not an exhaustive or comprehensive list of all possible job responsibilities, tasks and duties. The responsibilities, tasks, and duties of the jobholder might differ from those outlined in the job

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description and other duties as assigned, might be part of the job. This job description does not constitute an employment contract; the employment relationship between Ace Distributing and the employee is an at-will relationship.

*We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, ethnicity, disability, religion, national origin, gender, gender identity, gender expression, marital status, sexual orientation, age, protected veteran status, or any other characteristic protected by law. Where required by state law and/or city ordinance; this employer will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each new employee's Form I-9 to confirm work authorization.*

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PRINTED NAME AND SIGNATURE

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DATE