



Full Circle Archive Digitization A Division of Full Circle Fine Art Services, Inc.

Job Title: Accounts Manager - Cultural Heritage Imaging

Full Circle seeks a qualified Accounts Manager to work within our Archive Digitization Division. Our accounts manager will have a strong understanding of the sales process, excelling at generating leads, building relationships, and closing deals. The ideal candidate will be a quick learner with strong negotiating skills and the ability to showcase our offerings in a compelling way.

Objectives of this Role

- Represent our company's services, starting with a comprehensive understanding of our clientele and following with consumer research to identify how our solutions meet their needs
- Meet sales quotas through the successful implementation of sales and marketing strategies
- Generate leads and build relationships
- Plan and organize daily schedule to call on existing and potential new opportunities
- Develop and implement a territory action plan through comprehensive data analysis, adjusting sales techniques based on interactions and results in the field

Responsibilities

- Works directly with the Chief Executive Officer to understand the scope of our work, develop services based on client needs, implement sales strategies and target clients
- Serves customers by selling services and meeting customer needs
- Service existing accounts and establishes new accounts by planning and organizing daily work schedule
- Research industry needs and opportunities
- Develop new strategies based on market opportunities
- Monitor competition by gathering current marketplace information on pricing, products, new products & services, and delivery schedules
- Maintains professional and technical knowledge by attending educational workshops, reviewing professional publications, establishing personal networks, and participating in professional societies
- Establish, develop and maintain positive business and customer relationships
- Reports on customer needs, problems, interests, competitive activities, and the potential for new services.

Skills & Qualifications

- Bachelors degree in Business, Marketing or other related fields
- Experience in cultural heritage imaging, collection management, or related sales field
- Working knowledge of digitization practices
- Knowledge of corporate collection practices
- Excellent prospecting skills
- Self-confidence
- Clear understanding of the services being sold and companies capabilities
- Professional presentation skills
- Maintains strong client relationships
- Ability to meet deadlines and financial goal minimums
- Builds long-term relationships
- Positive attitude
- Ability to travel to meet customers, attend seminars, and work conferences

Apply: Send a single PDF package containing a Formal Letter of introduction, Resume/CV, List of Awards or Accomplishments, and any other supporting documents for our consideration to info@fullcircledigitization.com.