



JOB DESCRIPTION

Position:	Account Manager – OEM
Department:	Business Development

Job Description Summary:

The objective of this position is to drive incremental sales growth by actively opening new accounts and maintaining current OEM accounts for motion control products. In this position the successful candidate will create and build client relationships while sponsoring interaction to obtain projects. Assist in developing and facilitating the proposal process for specific clients/sponsors including budget and pricing development, proposal writing, contract negotiations, and client presentations. Strong leadership skills, communication skills (verbal and written), in addition to seamless coordination and cooperation with Marketing, Customer Service, and Engineering teams are essential to the success of the chosen candidate. This position reports to the VP of Business Development.

Primary Responsibilities:

Following is a summary of the essential functions for this job. Other Duties may be performed, both major and minor, which are not mentioned below. Specific activities may change from time to time.

As an Account Manager you will be able to perform the following duties:

1. Manage high volume and custom media request made by both US and Foreign customers.
2. Interface closely with US Digital's reflective media supplier PWB Technologies.
3. Support custom product requests and interface closely with engineering to coordinate custom product pricing and lead times.
4. Work closely with US Digital marketing to effectively promote Marketing Communication.
5. Manage and support Key customer accounts to support US Digital's projected growth.
6. Support trade show events
7. Track and report on the status of all proposal components
8. Establish and maintain on-going client relationships with the various parties to anticipate and resolve potential problems. Participate in site visits.
9. Other duties as assigned

Qualifications:

1. Bachelor's degree with emphasis on Engineering or Industry and Technology or equivalent combined education and work experience.
2. 5+ years of sales experience with a proven track record in the Industrial marketplace
3. Must be proficient in MS Office software
4. Must possess solid organizational skills
5. Possess leadership skills and ability to be led in a manner that is healthy to our positive and productive work environment.
6. Emphasizes personal and professional growth. Keeps knowledge and skills current.
7. Must rely on extensive experience and judgment to plan and accomplish goals in a variety of tasks.
8. Must have excellent written and oral communication skills, and able to read and write in English.
9. Authorized to work in the US. Fluency in other foreign language(s) is a plus.
10. Be able to perform basic physical tasks such as lifting 50lbs, reading, nimbleness of hands for typing and writing.

Salary Range
DOE

US Digital is looking for individuals who are highly skilled, diligent, practical, productive, reliable, inventive, self-motivated, patient, conscientious, continually learning, problem solvers, organized, cooperative, flexible and positive. Character and attitude are extremely important.

BENEFITS

Health, Dental, 401k with Matching, Profit Sharing, Vacation, and a Great Place to Work!

TO APPLY:

Send resume to careers@usdigital.com

EEO/AA employer M/F/D/V