



GPX Egypt Job Description

Title: Junior Account Manager

Country: Egypt

Reports To: Director of Sales and Marketing

Location: New Cairo

SUMMARY

The Junior Account Manager is responsible for increasing account revenue through the generation of new sales prospects and the development of new and current accounts.

ESSENTIAL DUTIES

- Compile lists of prospective customers for use as sales leads based on existing contacts, LinkedIn, information from newspapers, business directories, industry advertisements, trade shows, internet web sites and other sources.
- Develop and implement targeted sales campaigns. Follow up to qualify and develop new sales leads.
- Contact customers in person or by phone to educate them on GPX Egypt products and services, determine specific requirements and recommend appropriate solutions.
- Schedule data center tours with potential customers and coordinate technical and facilities team support.
- Maintain excellent relationships with customers. Be the customers advocate within GPX.
- Prepare proposals for products and services in an accurate and timely manner, and in accordance with the GPX sales and finance policies and procedures.
- Present proposals to clients, work with the technical team to refine the understanding of exact customer requirements, work with the finance team to negotiate best pricing and close sales.



- Follow up internally and externally to ensure timely and professional implementation of all orders to maintain the highest overall client satisfaction.
- Maintain records and forecast reports on all sales activity in accordance with the company sales tracking system and prepares reports for management.
- Review account activity and develop appropriate strategy to maintain and develop new sales opportunities and increase customer satisfaction.
- Monitor competition by gathering current marketplace information on pricing, products, new products, delivery schedules, merchandising techniques, etc.
- Maintain professional and technical knowledge by attending educational workshops; reviewing professional publication; establishing personal networks; participating in professional societies.
- Build effective working relationships with department staff, other departments and outside business contacts and assists in resolving problems related to sales activities.

SUPERVISORY RESPONSIBILITY

This position has no formal supervisory responsibility.

POSITION REQUIREMENTS

These specifications are general guidelines based on the minimum experience normally considered essential to the satisfactory performance of this job. Individual abilities may result in some deviation from these guidelines.

To perform effectively in this position, the candidate must have:

- Must have a minimum of 1-3 years of direct sales experience selling internet services or technology to enterprise customers within the Cairo or MENA Region.
- Must have existing customer, vendor, and channel contacts and solid industry knowledge.



- Must have a proven track record of acquiring new customers, expanding business with existing customers, and achieving sales quotas.
- Thorough knowledge of Company sales policies and procedures.
- A working knowledge of sales and marketing techniques in a high technology business environment.
- Ability to work independently, analyze business information and arrive at sound recommendations.
- Knowledge and comprehensive use of personal computer and appropriate software.

EDUCATIONAL REQUIREMENTS

The Junior Account Manager should have an undergraduate degree in business, marketing or related discipline.
