



## **EK Health Services, Inc. –Account Executive**

### Summary of Role:

Under the direction of the Director of Business Development, an Account Executive will meet and/or exceed sales objectives and goals by developing a client base and maintaining customer relationships through fundamental sales, marketing and account management through sales calls, prospecting, networking and referrals. Through consultative selling, an Account Executive will assess client needs, prepare proposals, make winning presentations, promote the company's products and services, including: managed care, field case management, medical bill review, utilization review, ergonomics, interpretation services and custom workers compensation solutions. An Account Executive will close contracts with potential clients and expand business with existing clients in the Worker's Compensation and Managed Care market.

Work specifics: full-time exempt position, regular travel required

Other responsibilities include, but are not limited to, the following:

- Support the growth and development of business.
- Develop individual sales and marketing plans.
- Experienced closer – A+
- Identify, develop, and expand new and existing relationships with Commercial, Civic and Municipal prospects by determining market trends and client needs and staying abreast of changes.
- Identify potential customers and coordinate information gathering efforts to include research and recommendation of new companies, industries or localities to target, as well as ensuring that potential conflicts are evaluated.
- Contributes to or leads the preparation and presentation of services and qualifications to potential and new clients.
- Establish and maintain individual business relationships with key customers.
- Work with Account Executives and Department Managers to insure customer satisfaction.
- Interface well with personnel and understand resources, deliverables and schedules.
- Seek out and coordinate networking opportunities by attending Workers' Compensation networking or other industry related meetings and functions.
- Position will require occasional overnight travel.
- Other responsibilities or duties as may be assigned.

### Requirements:

The ideal candidate will have a Bachelor's degree (MBA a plus) in Marketing, Business or a related discipline and 3 years of experience selling Worker's Compensation medical services and vocational consulting or at least 5 years of direct sales experience in another similar service-oriented field with a proven track record of success. A strong knowledge of the principles, terminology, and practices of health care and risk management is required. Must be able to present complex concepts to non-technical users and convey an understanding of the practical business application solution. The ideal candidate will have the following:

- Business expertise and entrepreneurial spirit showing your desire to be the best
- Demonstrated ability to organize and plan complex tasks with minimal supervision

- Ability to communicate with all levels of any organization
- Exceptional time management skills and solid follow-through skills
- Ability to deliver positive, measurable results
- Must be proficient in Salesforce and MS Office Suite, particularly Word and PowerPoint, and possess excellent Internet research skills.
- Ability to collaborate on a team level with excellence, dignity and respect
- Ability to balance team environment with independent initiative
- Compelling persuasion/negotiation and presentation skills
- Ability to make a positive first impression
- Skilled in customer service relations, analysis and problem solving
- Valid Driver's License and auto insurance must be maintained at all times
- Ability to lift up to 25 lbs
- Sit (approx. 50-75% of the time), stand (approx. 25-50% of the time), type (approx. 10-30% of the time) and do the job with or without reasonable accommodation.

I hereby acknowledge that I have read, that I understand the roles and responsibilities of an **Account Executive** and that I am qualified for and able to perform the job duties outlined and described above for the position.

Employee: \_\_\_\_\_  
(sign)

Date: \_\_\_\_\_