

## Account Manager

### Background/Work Experience Required:

To be considered, candidates should have:

- Bachelor's degree (B.S.) in engineering from an accredited college or university and six or more years of related experience; or
  - Associate's Degree (A.A.S.) or equivalent from a two-year technical school with eight or more years of related work experience; or
  - Candidates without a degree require ten or more years of related work or industry experience.
- Six or more years of experience with the design, programming and commissioning of industrial control systems.
- Four or more years of expertise in the food, grain processing or seed industries.
- Two or more years of project management and project team leadership.
- Two or more years of project estimating, proposals and working with clients during the sales process.
- Demonstrated to be highly proficient with computer technologies including but not limited to, Windows 2000 and XP Operating Systems, computer networking and the use of Microsoft Office Word and Excel.

### Responsibilities and Duties:

The ESCO Group Account Manager will be responsible for, but not limited to:

- Work with Project Engineers to develop and execute strategies to retain and improve business with key accounts and possible new accounts.
- Serve as primary developer of all proposals, estimates and other sales related activities. Effectively utilize Project Engineers in this process for input on technical solutions and review of estimates. Also utilize Project Engineers to increase span of influence within accounts, as not to be a bottleneck to growth, and allow Project Engineers with the opportunity for career growth.

#### *Proprietary Information*

*The information contained herein was prepared by and for the exclusive use of The ESCO Group. Any reproduction or use of this material by persons other than an authorized employee of the Company is prohibited.*

- Serve as the primary point of contact with accounting regarding project status, sales forecasting, billing, account receivables, and other business related activities for assigned accounts.
- Communicate regularly with Business Manager to keep them informed of any project issues, resource needs, sales and budget deviations, and other team related activities.
- Work with all Business Managers and other Account Managers to ensure that we maintain a consistent, sustainable workload across the entire division.
- Prepare for and lead all weekly team meetings.
- Manage and lead projects that do not have a Project Engineer assign, providing client contact, project management and leadership for the project. When unable to fulfill the technical competency found with a Project Engineer, the Account Manager should establish technical resources for members of the team to go to if problems or questions arise.
- Utilize, support and enhance ESCO Automation's standards and best practices.
- Understand and follow all safety, conduct and policy requirements established by the ESCO Group and clients.
- Maintain a clean and safe work environment that represents a professional company image. Keep works space, desks, test benches and tables clean and organized on a daily basis.
- Provide quality assessments of work performed by others.
- Other duties and responsibilities as assigned or deemed necessary by management.

### Interpersonal Skills/Characteristics:

- Self-starter that exhibits a high level of initiative and resourcefulness.
- Excellent organizational and time management skills.
- Excellent written and verbal communication skills.
- Excellent customer service skills
- Excellent teamwork and teambuilding skills
- Excellent supervisory skills
- Ability to alter schedule, direction, and/or tasks for the benefit of the project, client or company, with a professional and pleasant attitude.

#### *Proprietary Information*

*The information contained herein was prepared by and for the exclusive use of The ESCO Group. Any reproduction or use of this material by persons other than an authorized employee of the Company is prohibited.*

- Work produced demonstrates excellent attention to detail and accuracy.
- Able to effectively communicate and train others in areas of expertise.
- Able to effectively delegate and utilize the strengths of members of the team, providing opportunities for growth of the account, team members and self.

### Travel Requirements:

Able to accommodate up to 25% of overnight travel for services at clients facilities that are out of town. The amount of travel is largely dependent upon project scope, schedule, and assigned tasks.

***\*\*All necessary personal protective equipment is provided to meet and in some instances exceed OSHA Regulations.***