

Account Manager

Benchworks, an agency that leads life sciences brands forward, is looking for an experienced Account Manager to join us in our Philadelphia (Fishtown) office. This is a perfect position for a motivated, strong communicator who wants to thrive in an entrepreneurial environment with great people in a rapidly growing organization.

Candidates will offer a passion for creativity and imagination while exhibiting a commitment to process and organization. Looking for an Account Manager with relationship building skills and the ability to contribute to the strategic direction and execution of creative campaigns.

Requirements:

- 2-3 yr. experience in client management either at an advertising agency or in-house marketing department; Pharma experience strongly preferred.
- Develops and maintains solid client relationships; encourages a collaborative approach with departmental team members
- Ability to execute projects from start to finish, delivering work on time, on budget, on strategy
- Adept at effectively managing multiple concurrent projects
- Works with Account Executive to create value added benefits tailored to specific client needs
- Desire to build and establish new client relationships
- Uses marketing and branding experience to create value-added benefits for all clients.
- Strong presentation skills both verbal and written
- Knowledge of annual budgeting and monthly invoicing
- Interest and/or experience in brand planning
- Development of creative briefs, timelines and schedules
- Quick learner, adept at project management software

Important information about Benchworks:

- Established in 1991 with a history of success
- Agency values high standards of work
- Agency rewards loyalty and quality work
- Position may require travel (usually within Mid-Atlantic Region). The position is based in Fishtown and may require occasional travel to client sites (<100 mile drive)
- Excellent benefits include training opportunities/continuing education
- Team-based culture