



Job Title	Internal Marketing Account Manager
Reports to	Operations Team Manager, Internal Marketing

Job description

As an Internal Marketing Account Manager, you will utilize marketing strategies to help expand AltaVista's presence nationwide, while ensuring partner and customer satisfaction. You will work closely with our sales team and database team to help grow AltaVista at a rapid rate.

Duties and responsibilities

- Execute marketing campaigns that outline our services and how we help our clients
- Align campaigns with metrics to meet and exceed monthly goals
- Distribute marketing hard mail to prospected clients
- Build and maintain our database pipeline of prospective clients
- Prepare and report results yielded by marketing efforts
- Work with the internal marketing team to utilize strategies to help generate opportunities for the AltaVista sales team

Qualifications

The best candidates for this position will possess the following:

- Strong time management and creative thinking abilities
- Excellent verbal and written communication skills
- Strong attention to detail
- Ability to work independently and collaborate with teams
- Experience working with Microsoft office suite including Excel
- Experience working with database or CRM software
- Ability to identify process inefficiencies and recommend improvements

Requirements for this position are the following:

- 4-year degree in marketing, business, communication, or a related field
- Willingness to work in a team-based atmosphere and take direction from leadership
- Previous work experience that demonstrates interaction and service

Company Benefits

- Open-floor office environment with standing desks
- Flexible hours
- Work from home policy
- 3 weeks of paid time off

- 8 paid major holidays
- 2 paid floating holidays
- Health insurance plan
- 401(k) plan with up to a 3% employer match
- Generous quarterly incentive program

AltaVista Strategic Partners is an equal opportunity employer and will consider all applications equally and without regard to race, sex, creed, religion, color, national origin, age, family history, or sexual orientation.