



::: Account Manager

:: *Company Overview*

Fortune Interactive, a thriving Search Engine Marketing company, is currently looking for motivated team players with an entrepreneurial spirit to join our organization. Fortune Interactive is a client-centric organization that has one specific purpose: Client Satisfaction. We are a company that has decided to rest its reputation on performance and maintaining client satisfaction.

The Account Manager is responsible for providing sales and client support. This position requires working closely with Sales Representatives, Fortune Interactive clients, and other Fortune Interactive account managers. This position involves:

- Talking to clients and supporting their needs
- Keeping track of client contracts and expectations
- Managing client accounts and reporting

PRIMARY DUTIES & RESPONSIBILITIES:

- Act as client contact for any service related questions or issues
- Track, measure, and analyze the performance of multiple clients. This includes updating and maintaining detailed client reports on a weekly and monthly basis
- Perform quality assurance/quality control checks on clients to ensure all client and sales objectives are being met
- Work on special projects, as required
- Knowledge of SEM industry and trends

QUALIFICATIONS:

- Ability to work independently, multi-task and thrive in a fast-paced environment
- Enthusiastic, high energy and unafraid to roll up your sleeves
- Excellent oral and written communications skills
- Proven success in support roles
- Strong analytical and organizational skills
- Works well in team environment
- Proficient in MS Excel, Word, and Web browsers
- BA/BS or equivalent
- Account management and customer service experience preferred

COMPENSATION: Competitive salary (with benefits)

CONTACT: Please email inquiries to jobinfo@fortuneinteractive.com Local principals only and no phone calls, please.