



Position: Account Manager, Merchandise  
Division: Merchandise  
Reports to: Elizabeth Stollmer  
Location: Chicago, IL  
If interested, contact: Kierra Holroyd at [kierra.holroyd@gmail.com](mailto:kierra.holroyd@gmail.com)  
FLSA Status: Exempt

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### THE JOB / Account Manager, Merchandise

We're looking for a creative, detail-oriented relationship builder to join our merchandise team as an account manager. Based in Chicago, you'll build on the success we've had with one of our biggest clients there, and network our services to other agencies. You will be our leading presence in the office and work directly with Octagon and IPG agency account teams to execute their merchandise projects. Using your creative, project management and people skills, you will maximize client satisfaction, identify and close new prospects, and drive revenue into our award-winning merchandise sourcing division.

Our Merchandise team supports our F500 clients with effective, fan-wowing custom merch and apparel for ongoing sports activations. If you possess strong organizational and communication skills, a strong ability to work independently, and the initiative to find and uncover new revenue sources, this is your next right move.

### WHO WE'RE LOOKING FOR:

- You have a passion for and expertise in sports, entertainment, gaming, music and/or celebrity & lifestyle culture
- You have a college degree and/or 4ish years of promotional products industry experience or similar outside sales/project management experience
- You have "bonus experience" that might include promotion agency experience, knowledge of apparel & headwear, fashion and pop culture, knowledge of sports properties and licensing policies for NFL, MLB, etc.
- You might also have a proficiency in Adobe Illustrator and/or Adobe Photoshop
- You are a self-starter with experience in face-to-face client interaction and relationship selling
- You effectively multi-task and manage concurrent projects without breaking a sweat
- You perform your job with little supervision and execute well within a team environment
- You are comfortable in a high energy, face paced office environment
- You are proficient in Microsoft Office Suite and social media platforms.
- You are extremely organized and show off your exceptional time management skills to anyone who will listen
- You are comfortable setting your own meetings

### THE WORK YOU'LL DO:

- Manage and grow agency relationships with exceptional customer experience
- Actively engaging with the client teams and Octagon account teams to fulfill their needs
- Lead and represent the Chicago merchandise team to Octagon and outside client prospects
- Identify decision-makers at prospect accounts, engaging and closing revenue-generating projects
- Proactively participate in vendor engagement, product quotes, client presentations, securing proof and pre-production sample approvals, shipment tracking and billing
- Acquire expertise in specific vendor and product categories and build on the division's vendor network
- Produce exceptional product sell sheets/presentations, complete with images, descriptions, specifications and production lead times
- Utilize social and professional networking to generate prospects for new business
- Travel about 20% of the time

## THE BIGGER TEAM YOU'LL JOIN

**Where others see complexity, we see possibility.**

Octagon is the global sports, entertainment and experiential marketing arm of the Interpublic Group. But if that classification doesn't do it for you, and it shouldn't, let's take it a step further.

We are what we believe. And we believe that while the world of sports and entertainment is full of opportunities and possibilities, sometimes the amount of choice can seem a little overwhelming.

That's where we come into play.

At Octagon we inspire brands, talent, and our people to see the world for all its potential. We then help break down the complexity and push forward so you can make your next right move.

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Octagon is proud to be an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, citizenship, disability or protected veteran status.