

Job Title:**SPP Account Executive****Description:****Position Summary**

The Promotional Products Account Executive is responsible for prospecting and closing profitable promotional products sales to a diverse range of mid-size accounts that are primarily Staples customers. The Promotional Products Account Executive serves as the primary contact for the client during the sales process and works with internal support functions (special order, account services, sales management, etc.) to ensure that client needs are met for special order and managed programs. As part of an integrated, strategic selling team, the Promotional Products Account Executive collaborates with sales professionals from other Staples product categories to develop sales strategies for Staples accounts to maximize sales of all product categories.

Primary Responsibilities

- Achieve sales budget and margin objectives.
- Prospect in assigned territory for new mid-sized promotional products customers (defined as those having under \$250,000 in annual promotional products spend) primarily within existing Staples account base.
- Manage and expand (new departments, contacts, etc.) the corporate relationship with select mid-size customers.
- Provide direction and support to all internal departments that support the customer – Special Order, Account Services, Merchandising, Customer Service – to insure client needs are met.
- Conduct meetings and presentations with key account stake holders to drive sales and insure excellent customer experience.
- Direct special order sales for customers, with a focus on SPP's preferred supplier network and proprietary product lines.
- Serve as promotional products category specialist to other members of Staples Strategic Account team.
- Conduct effective joint sales calls with Staples Strategic Account Team in a well-coordinated and client focused manner that utilizes all the team members involved.
- Contribute during group problem-solving and strategy meetings with Staples Strategic Account Team.
- Work with Sales Manager to develop sales strategies for their assigned territory.

Basic Qualifications

- Bachelor's Degree required
- Minimum 3-5 years of experience with business-to-business selling, preferably within the promotional products industry
- Demonstrated selling skills and achievement of sales goals
- Excellent verbal, written and group communication skills
- Self-starter and results oriented

- Excellent presentation skills
- Strong relationship building skills with internal and external customers
- Self-starter and results oriented
- Excellent time management
- Detail oriented with strong administrative follow-up and follow-through
- Solid computer skills (Word, Excel, PowerPoint, Salesforce.com, SPP proprietary e-commerce platforms)
- Sound financial acumen

For more information and to send your resume- please contact Sara Steffan at sara.steffan@staples.com

Staples is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, sexual orientation, gender identity, national origin, protected veteran status, disability, or any other basis protected by federal, state, or local law.