

## Major Accounts Program Manager

### ePromos Promotional Products

#### St Cloud Minnesota, Accepting Remote Applications

##### Why ePromos?

ePromos has been the industry's leading distributor in the promotional space for over 20 years having pioneered many of the e-commerce practices which are commonplace today. Our award-winning website combined with our sales strategy, service capabilities and enterprise-level solutions set us apart and form the special sauce that is ePromos Promotional Products, LLC. We have a unique culture—one that consists of a flexible and collaborative workforce spread across the country. Our values are strong with a deep-rooted emphasis on giving back as part of our ePromos Cares mission. Together, we have worked year-after-year to continuously raise our standards and strive for growth—each year learning and adapting to what's ahead.

##### What's the role?

The Major Accounts Program Manager (MAPM) will be responsible for cultivating and maintaining the relationships with Client's main stakeholders, as well as all aspects of managing and running the online company store program(s), as assigned. The MAPM must attend/run the weekly Client calls to include notetaking, coordinate and communicate with customers all store related deliverables, and be the primary liaison for internal departments and outside suppliers daily to ensure accurate delivery of the overall solution sold to the Client. The Major Account Program Manager will provide the Client/Client's customers with idea/solution generation for inventory and on demand product, ensure proper on brand artwork is in use or the store, and present for approval virtual and speculative product samples for inventory and on demand products, when necessary. The MAPM will also be accountable for inventory order entry review, inventory management including the weekly reorder report, timeline management, P & L management, and on time delivery. Finally, the MAPM will be responsible for preparing and presenting business reviews. This role will manage all promotions and sales incentives, identify new stakeholders to further grow sales, prepare and execute site sales as needed, and be a strong revenue growth partner to the sales team for all account(s) they manage.

##### Day to day Tasks:

- Serves as a liaison and primary point of contact for cross functional client partners/brands to evaluate, prioritize, develop, manage, implement and test all online website initiatives.
- Maintain inventory levels, performing inventory analysis, creating/updating the weekly reorder report, place inventory orders, ensure proper inventory turns and act on identifying and executing closeout needs.
- Work closely with billing teams to ensure all billing is prompt and per contractual guides.
- Collaborate with cross-functional roles to prepare weekly, monthly, quarterly reporting, including sales, inventory, and Google analytics, as well as quarterly business reviews.
- Oversee the user experience of the online company store including site navigation, content development, online sales funnels and online promotional campaigns and be their primary point of contact.
- Utilize ePromos PSS and Elite Supplier Program in the merchandising process; create and update a core items collection in which to merchandise programs. Complete Co-Op forms for all product SKU's used in programs.

Skills and Education needed:

- Bachelor's Degree.
- 5+ years marketing experience and/or training; or equivalent combination of education and experience.
- 5+ years' experience with management of clients, as well as suppliers preferably in the Promotional Products Industry.
  
- Significant knowledge of how promotional products are utilized.
- Proven / demonstrated sales experience developing and growing enterprise level accounts of \$1MM+ annually.
- Understanding of how internal decisions are made in major accounts / large companies.
- How businesses / organizations in different industries / verticals operate and go to market (internally and externally).
- Demonstrated strong business judgment and decision-making skills; ability to identify, prioritize, and articulate highest impact initiatives.
- Proven leadership of large eCommerce projects.
- Experience with B2B and B2C eCommerce.
- Extensive knowledge of eCommerce technology and web analytics.
- Proficient in all technology solutions offered by ePromos.
- Strong verbal and written communication skills.
- Ability to communicate directions and expectations clearly and efficiently.
- Ability to manage and prioritize a multitude of projects simultaneously.
- Excellent time management and organization skills.
- Experience working with Salesforce or similar CRM.
- Extremely high attention to detail.
- Ability to work in a fast-paced environment and problem solve.

We do not accept resume submissions from third party recruiters.