

## CURRENT OPENING

Job Title: **Account Manager/ Account Executive** (inside sales support)  
Location: **Edmonton, AB , Canada**  
and **Toronto, ON, Canada**

### ABOUT CONNECT 13

Connect13 is an ad network which provides marketers access to Canadian teens and young adults across the world's largest, most powerful social media platforms. Using demographic and psychographic information, found exclusively through social media, we allow for both micro and macro level targeting through various innovative, proprietary media buys and creative media strategies.

Do you love online advertising, interacting with people and entrepreneurial environments? Are you interested in solving complex problems while learning more about the exciting online media industry and the business world at one of the most progressive online advertising companies? Connect13 is looking for talented and motivated individuals with interest in online advertising and strong analytical skills to join our team.

Connect13's work environment is fast-paced and intellectually demanding. We work hard, play hard and our passion for online media, technology and building the next global industry leader is at times overwhelming.

We strive to provide a culture and structure that attracts and retains super stars. Find out more on our website at [www.connect13.ca](http://www.connect13.ca)

### THE POSITION

The Account Manager/Account Executive will report to the VP of Sales. He/She supports the VP, Sales in building long-term reliable relationships with agencies and direct clients by delivering superior client service and results. The Account Executive is taking over tactical sales and client management responsibilities from the VP, Sales, giving them more time for client meetings and strategic activities. The goal in the AM/AE position is to learn client service support, online media and strong analytical skills all of which are necessary for a successful career at Connect13.

## REQUIRED SKILLS

- Bright, charismatic, inspirational with the ability to win credibility internally and externally with clients.
- Strict attention to detail and ability to prioritize and to focus on multiple tasks in a high pressure environment.
- Proficient in Microsoft office suite & web browsers.
- Must be able to work in a strong team environment.
- Good presentation, communication and interpersonal skills with the ability to articulate and deliver messages effectively.
- Proficient in English verbal and written communication skills
- Online advertising experience and/or a sales history is a plus, but not essential.
- Accredited degree/diploma required.

## KEY RESPONSIBILITIES

- Provide proactive day-to-day communication and superior client service to Connect13's existing clientele; be responsible for campaign implementation, management and provide custom reporting solutions.
- Respond to campaign briefs and RFPs sent by clients and prepare campaign offers for final approval by VP of Sales.
- Work with clients and VP of Sales to ensure 100% on time implementation and delivery of all campaigns.
- Monitor campaign discrepancies and trouble shoot issues with internal team and clients.
- Coordinate and attend with VP of sales, client meetings, conferences, events and parties.
- Manage the monthly invoicing process in coordination with the billing department.

If you think you qualify for the above position, please send your resume along with a cover letter and salary requirements to [hr@connect13.ca](mailto:hr@connect13.ca) **Please indicate 'Account Executive and either Edmonton or Toronto in the subject line.**