



The Value Of a Veteran
2465 Centreville Rd, #J17-252
Herndon, VA 20171
1-877-681-9960

www.TheValueOfaVeteran.com
lisa@TheValueOfaVeteran.com

Job Description – Account Manager

About The Value Of a Veteran

The Value Of a Veteran (VOAV), established in 2007, is a human resources training and consulting small business. Its clients are primarily large (1,000+ US employees) and very large (10,000+ US employees) corporations with new or maturing veteran recruitment programs.

The Value Of a Veteran offers its clients several services which can assist them with improving recruitment and retention of veterans:

1. Training (in person, live webinar or web-based training) for recruiters, HR business partners and hiring managers
2. Consulting on veteran program development
3. Exhibition opportunities at Student Veteran Career Conferences or Military Skilled Trades events
4. Access to resume database for Student Veteran Career Conferences or Military Skilled Trades events

The Account Manager is responsible to:

- Build a trusted relationship with customers to determine present and future needs by using a consultative selling approach
- Propose and sell appropriate services to business customers that demonstrate a need for the services
- Proactively manage the attainment of revenue goals
- Retain and up-sell existing customer base
- Acquire new clients for services through cold calling, data base mining, and social media mining techniques

Interested applicants should submit a resume to lisa@TheValueOfaVeteran.com

SUBJECT: Account Manager resume



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An Account Manager has the following minimum required skills & experience:

- Minimum of 3 years of business-to-business (B2B) sales experience. Specifically seeking candidates with:
 - Proven results selling services to corporate Human Resources / Talent Acquisition / Training departments
 - Previous and recent work experience as an account manager/sales rep for a staffing firm, recruitment process outsourcing (RPO) service provider or association membership sales
- PC skills
- Excellent written and oral skills
- Analytical and critical thinking skills
- Strong attention to detail
- Ability to organize one's own work plan and stick to it
- Strong communicator
- Experience using sales management software and committed to maintaining sales database integrity. Experience specifically using Infusionsoft is a plus.

The ideal Account Manager also has familiarity with the US military, either through individual service or familial relationship

Compensation & Place of Work :

Compensation for this position is made up of a **base salary plus commission**. This position can be full time (max 40 hours/week) or part time. This is a **work-from-home** position. Account Manager must have a computer with reliable internet access and a phone.

Account managers are paid by the hour, for a maximum of 40 hours a week. Account managers can choose to work fewer hours. All hours must be recorded in a time log and submitted monthly. Commissions are paid separately within 15 days of **receipt** of customer **payment** (not 15 days from date of sale).

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Employment Status:

All account managers start out as independent contractors for a period of 90 days (1st probation period) and may choose to work up to a maximum of 40 hours/week. If, after 90 days, an account manager has not attained the sales goals agreed upon at point of hire, the work relationship will be terminated. The client reserves the right to terminate the contract prior to the end of the 90-day probation period if the account manager is not producing sufficiently and it is evident there will not be enough sales made before end of probation period.

If an account manager has met or exceed their sales goals and is retained after the initial 90 day period, a second 90-day probation period will be used to assess whether both parties agree to convert the role to a full time or part-time employee status. At the end of the second 90-day period, if sales targets are reached and employment status is mutually agreed upon, the account manager will be converted to either a full time or part time employee. Full time employment is considered a minimum of 30 hours and a maximum of 40 hours per week

Travel:

Travel is not required, but if desired, there are opportunities to travel approximately 25% of the time. Travel is typically 1 week a month for 1-3 days to cities within the United States where VOAV is holding events or where VOAV is exhibiting at strategic conferences.

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