

AKDO has an immediate business need for a Commercial Architectural Account Executive for the New York Market. The position will be based out of our New York City Flag Ship Showroom.

As an industry leader for over two decades, AKDO has an incredible collection of natural stone tiles, slabs, mosaics, and specialty stone in hundreds of colors and patterns and wood flooring. Backed by our four natural stone factories and our relationships with numerous quarries and manufacturers in over 20 countries, we are able to bring our customers the finest and most desirable products available.

The Commercial Architectural Account Executive will achieve sales objectives by developing and maintaining relationships with Developers, Stone and Tile Subcontractors, GCs, Commercial Architects and Designers to facilitate the placement of AKDO products in design specifications of commercial projects.

### **Essential Duties and Responsibilities:**

- Seek out new business opportunities, identify new account partnerships, utilize creative marketing and tools; perform extensive customer needs analysis and site surveys, develop and execute account strategies through proposals, presentations, and product demonstrations.
- Conduct a minimum of 10 (ten) client appointments per week.
- Meet with clients to present AKDO product options, develop project designs; follow up with developed business, scheduling meetings to discuss potential projects.
- Select samples and materials for clients' projects that closely fit within overall project design.
- Conduct "Lunch & Learns", "Breakfast & Learns" and CEU presentations each month.
- Identify and participate in industry related events throughout the year during business hours and after hours.
- Communicate with customers and concisely, accurately, and completely document project information and status. Aggressively follow-up on all sample requests through to specification on each project.
- Collect and supply valuable feedback to the company regarding trends and competition in the region.
- Project an ambassador style and favorable image of the company to promote its goals and objectives.
- Maintain CRM regularly, entering all visits, presentations, contacts and samples
- Be available to attend team and company meetings and product and sales training at the corporate facility or via remote connection.

### **Skills Required:**

- Strong customer service skills with the ability to work effectively with internal and external customers
- Superior presentation/public speaking skills
- Strong project management experience in the hard surface industry
- Excellent organizational and time management skills
- Ability to coordinate all client appointments in Outlook Calendar
- Demonstrated design skills
- Computer skills to facilitate quotes and product inventory queries
- Proficient in MS Word, Outlook and Excel
- Skillful negotiation and presentation abilities
- Aggressive follow-up and closing skills
- Working understanding of blueprints
- Ability to multi-task and prioritize.
- Ability to perform calculations including converting common fractions and decimals and calculating gross margin percentage
- Ability to travel and work a flexible schedule including one evening per week and one Saturday per month.

### **Qualifications Requirements:**

- Related Bachelor's degree
- 2-5 years' experience in a commission based sales position
- Experience with design and working with the professional trade

- Experience in natural stone and tile industry preferred
- Valid Driver's license
- Ability to lift up to 30 lbs.

**Benefits:**

AKDO recognizes that talented people are attracted to companies that provide competitive pay, comprehensive benefits packages and outstanding advancement opportunities. For this reason we offer a Comprehensive Benefit Plan that includes the following:

- Medical and Dental coverage
- Vision care coverage
- Disability insurance
- Employee life insurance
- Flexible spending accounts
- 401 K and company paid pension plan
- Paid time off
- Tuition reimbursement

AKDO is an Equal Employment Opportunity/Affirmative Action/Drug-free workplace employer.