

Job Description

I. Key Specifications

Position - Account Manager

Unit – TMI Network

Reports to - Account Director

Department - Employer Branding Initiatives for Talent Acquisition (EBITA)

Reportees -

Location - Hyderabad / Chennai / Bangalore / Mumbai / Delhi

II. What you are expected to do

Service clients and be responsible for delivering the requirements on time, everytime. The account manager is the face of the Agency. You are primarily expected to:

1. Be responsible for transferring client requirements to the team to translate them into customised solutions.
2. Provide insights on:
 - Target Audience and their psyche
 - Hiring Methodologies
 - Best media plan
 - Cost-effective turnkey solutions
3. Build long term relationships with the client
4. Mine the clients for ideas, facts & data and business enhancement
5. Provide ROI to both the client and us

III. What you are expected to be at ease with

A typical customer gives you a deadline of (-1) hours. Ask them when they want the project completed and they would unanimously say - “Yesterday”. Given this scenario, you are expected to thrive under chaos help others succeed with you.

We are looking for individuals who:

- Are relationship oriented
- Have managed accounts – small and large, with same intensity
- Who continuously add value to themselves, the organisation and the clients
- Leverage individual and team knowledge to the benefit of the organisation
- Have basic understanding of advertising, branding and communications

IV. What seems to work for us

Professional Education – Doesn't matter which one. We want people who are willing learners as much as they are willing unlearners. A right and positive attitude is a must.

V. Where your peers are from

People with 1 – 3 years experience from the advertising, mass communication and journalism backgrounds. They mostly hail from Advertising, Event Management, PR Agencies, Industrial Sales, Space selling and Online Media

On a personal note:

A job description is just a point of reference and does not define or limit your role in the organisation. We are looking for energetic, dynamic and enterprising individuals who think out-of-the-box. We are looking for people who can smile and make people around them smile along. For this role in particular, we expect you to understand and appreciate all forms of online media.