

# Internal Account Manager School and Colleges

## **Purpose**

Working alongside the Business Development Manager on a small number of named Multi-Academy Trust customers. Growing the business through effectively selling the full range of XMA's products and services to maximise revenues and margin and achieve set targets.

## **Roles and Responsibilities**

- To grow and develop a spending customer base of key Multi-Academy Trust accounts.
- Through pro-active outbound cold calling and prospecting, selling the full range of XMA's Products and Services.
- To build and maintain a working database of customers.
- To work with the Business Development
- Manager to develop new business and maintain existing spend levels.
- To ensure that customers are managed efficiently and effectively, providing a high level of customer service at all times.
- To actively keep up to date regarding market and competitor intelligence.
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