

Wanted: Account / Project Executive



Terms

Full-time / Contract

Start Date

Within the next one month

Remuneration

Negotiable (RM 1,800 – RM 3,000 per month)

About the position

The candidate will be responsible for preparing proposals and sales presentation; strategizing and formulating marketing plans; maintaining customer relationship and negotiating new business with existing clients; servicing accounts and introducing new services.

The candidate we are looking for should be able to work on his/her own without any direct supervision. This position requires the need for a “startup mentality”, i.e. Do whatever it takes to get the job done. The candidate should also be a strong team player. Full-time and contract positions available.

Responsibilities

- Sell company services and maintaining business relationships.
- Assist in establishing new customer relations and build on the existing ones.
- Account/Client servicing and monitoring daily activities.
- Preparation of proposals and presentations.
- Preparation of internal and client’s weekly reports.
- Collating, gathering and disseminating any competitor information required in the process of activities.

Advantages

- Lively, friendly and youthful working culture, flexible working hours
- challenging job scope; expect to learn and do new things in various areas
- excellent chances to move up the ranks with more roles & responsibilities
- chill and work at the same time; we enjoy what we do, so you can expect to obtain the same mindset as well (we certainly hope you do)

- opportunities to learn and grow with the company. We want to stand out and move fast ahead of the pack in the world of web information technology, while placing emphasis on the user experience.

General Requirements

- Diploma/Degree in Computer Information Systems or Advertising & Marketing Communications or Marketing, Business Administration or Business Communications, or related fields
- 1 year experience or more in similar industry / Interactive Agencies / Ad Agencies for Account Executive. **Fresh graduates will be considered as well.**
- Experience in interactive technology or interactive marketing.
- Interest and understanding in Online/Digital Branding.
- Able to do research, develop and present professional presentations.
- Required language(s): Must speak and write excellent English.
- Applicants must be willing to work long-hour when necessary.
- Must possess own transport.
- Full-Time and Contract position available.

How to apply

please send your CV to **careers@ezypzy.com** in PDF or Word format with the subject title: **"Application for Account Executive"** ... If you don't, our spam filter might reject your email.