

Account Executive, Slate

Who we are:

We are inspired place makers who enhance the built environment with a focus on brand and culture - Across multiple studios, elements provides a comprehensive portfolio of products and services for the interior built environment. We combine our interiors expertise with construction capability and the collaborative, cross-functional process of human-centered design. This holistic approach to the built environment creates a seamless experience and exceptional results for our clients.

This position is for our studio Slate, Colorado's premier commercial furnishing contractor.

Compensation:

This position offers a competitive compensation package with a draw against commissions structure.

You will receive a guaranteed draw of \$70,000 - \$78,000 (depending on experience) per pay period. This draw is an advance on your future commissions and will be reconciled against your earned commissions each pay period. If your earned commissions exceed the draw, you will receive the difference as additional pay.

Job Summary:

Responsible for driving sales and managing client relationships, focusing on delivering top-notch design solutions to commercial clients. This role requires a strategic, customer-focused, and detail-oriented professional with a passion for the interior design and construction industry.

Essential Functions

- Create a positive client experience by fostering communication, understanding client needs, and maintaining a collaborative proactive approach throughout the client experience.
- Contribute to profitability by driving revenue, retaining clients, implementing effective pricing strategies and achieving sales goals.
- Gather non-commodity pricing for project estimating.
- Submit project pricing and qualified proposal per client requirements.
- Obtain contract award docs, confirm accurate project specific scope.
- Maintain individual sales goals to be established by Management.
- Provide hand-off and support to operations team.
- Develop and nurture relationships with existing and potential clients
- Gain an in-depth understanding of client needs and provide tailored solutions.
- Serve as the primary point of contact for client inquiries and requests.
- Identify and pursue new business opportunities, including lead generation, prospecting, and networking.

- Develop and execute sales strategies to achieve or exceed sales targets.
- Prepare and present proposals, quotes, and project plans to clients.
- Maintain a strong understanding of materials, trends and techniques.
- Collaborate with design and construction teams to offer expert guidance to clients.
- Stay up to date on industry regulations and standards.
- Utilize market research to identify growth opportunities and competitive advantages.
- Other duties as assigned.

Required Skills/Abilities

- Demonstrated success in sales, with a proven ability to identify and close business opportunities.
- Strong interpersonal and communication skills to build and maintain client relationships.
- Comprehensive understanding of the contract furniture industry.
- Proficiency in project management, including coordinating timelines, resources, and budgets.
- Strong analytical and creative problem-solving skills to address client needs and resolve project challenges.
- Effective negotiation skills to secure contracts, agreements, and pricing.
- Exceptional attention to detail in project specifications, budgets, and documentation.
- Excellent organizational and time management skills to meet deadlines and targets.

Education/Experience

- Bachelor's degree preferred or equivalent experience
- Minimum 3 experience in corporate sales
- Previous contract furniture sales experience strongly preferred
- Experience coordinating between multiple teams

EEO Statement

Workplace Elements provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities, and activities may change, or new ones may be assigned at any time with or without notice.