**Account Development Manager Job Description Sample**

This account development manager sample job description can assist in your creating a job application that will attract job candidates who are qualified for the job. Feel free to revise this job description to meet your specific job duties and job requirements.

Account Development Manager Job Responsibilities:

Develops new business by analyzing account potential; initiating, developing, and closing sales; recommending new applications and sales strategies.

Account Development Manager Job Duties:

* Identifies development potential in accounts by studying current business; interviewing key customer personnel and company personnel who have worked with customer; identifying and evaluating additional needs; analyzing opportunities.
* Initiates sales process by building relationships; qualifying potential; scheduling appointments.
* Develops sales by making initial presentation; explaining product and service enhancements and additions; introducing new products and services.
* Develops new applications by preparing specifications; conferring with product engineering.
* Closes sales by overcoming objections; preparing contracts.
* Contributes information to sales strategies by evaluating current product results; identifying needs to be filled; monitoring competitive products; analyzing and relaying customer reactions.
* Updates job knowledge by participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations.
* Enhances department and organization reputation by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to job accomplishments.

Account Development Manager Skills and Qualifications:

ClientBase, Establishes Partnerships/Alliances, Prospecting Skills, Meeting Sales Goals, Foster Teamwork, Planning, Building Relationships, People Skills, Initiative, Customer Focus, Emphasizing Excellence