

Speakeasy, Inc. Job Description

Position Title: Account Executive
Department: Sales – Vienna, VA
Reports to: Sales Activity Manager
FLSA Status: Exempt
Full/Part Time: FT

Resumes to: lori.barry@hq.speakeasy.net

Company summary:

Speakeasy, one of the nation's leading broadband voice (VoIP), data and IT service providers, simplifies small business communications with cost-effective service packages and unparalleled support. Speakeasy joined the Best Buy family in 2007 and now works with Best Buy for Business to champion technology for small businesses throughout the U.S. Speakeasy manages its own private fiber-optic national network, ensuring fast connections, low latency, and an unparalleled degree of security protection from the public internet. Speakeasy's full range of business-class products – from OneLink and VoIP to business bandwidth solutions - offers features and benefits with unrivaled customer service. Speakeasy's broadband services are available in most metropolitan areas within the 48 contiguous United States.

Position summary:

The Account Executive will be responsible for generating new sales revenue by generating leads, preparing and delivering presentations to business owners, CEOs, and Partners, and selling Speakeasy services to small and mid-size business customers.

Responsibilities:

- Present and sell Speakeasy services and applications to small business customers generating new sales revenue.
- Meet or exceed monthly quota.
- Adhere to the Speakeasy Sales Activity Model.
- Attend all required Speakeasy trainings and sales functions.
- Accurately enter all sales activity into the sales force automation system on a daily basis.
- Assist (if requested) in settlement of disputed accounts on behalf of Speakeasy.
- Work with Customer Service and Operations to ensure customer satisfaction.
- Complete and turn in all required reports and presentations.
- Increase sales funnel by cold calling, telemarketing, lead groups, chamber meetings, agents, etc.
- Work with back office to ensure customer paperwork is complete and clean so the order flow process runs smoothly and the customer is installed in a timely manner.
- Follow all Speakeasy standards and formats in presentations, proposals, and in professionalism.

Skills and experience required:

- One to five years of proven successful telecommunications sales experience in an outside sales role with heavy cold calling responsibilities.
- Excellent verbal and written communications skills, including formal presentations and group facilitation.
- A strong competitive attitude with demonstrated self motivation and exceptional work ethic. Self discipline to work without a lot of direct supervision.
- Good organizational and time management skills.

- High integrity and commitment to ethical dealings with customers, vendors, and coworkers.
- A valid state driver's license, a satisfactory driving record, and reliable transportation.
- College degree desired.

Speakeasy offers a full suite of benefits, including full medical, dental, and vision coverage (100% paid for employees); a 401(K) plan with a company matching contribution; a transportation benefit; and many other excellent perks. We're looking for talented and highly skilled individuals to join our dynamic and fast-paced culture and contribute to Speakeasy's continued success.