

# Account Executive

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## Job Summary

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Vacancy : 5  
Deadline : Sep 29, 2023  
Published : Sep 14, 2023  
Employment Status : Full Time  
Experience : Any  
Salary : Up to £30k  
Gender : Male  
Career Level : Top Level  
Qualification :

## Job Description

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Are you working as an Account Executive in an agency but the work isn't super inspiring? Are your clients not potentially brands that you're interested in? Do you wish the campaigns you work on had a real purpose? If so, read on. For people with at least a year's experience in communications but ready to take the next step up into doing impactful work for brave clients, this role could be for you. However only apply if you really love consumer PR, meeting media and smashing both coverage targets and coverage reports! This is a role for people who see PR as a passion, not just a job. The agency is very busy, you'll never have a dull day, but you'll be constantly switched on. So this role is really for someone who's organised and great at managing their time, great at working as part of a team and who puts their hand up when someone needs help or support. It's also a super creative business, and they win awards, lots of them, regularly. They are committed to diversity and work with brands that engage with and support subcultures and minority groups. So what will you be doing? Things like:

- Updating your client on relevant news
- Attending and supporting client meetings
- Managing suppliers and contracts
- Managing and supporting on coverage reports
- Media relations including talking to journalists for product reviews, media drops or forward features
- Building media and influencer databases and your contact book via regular meetups with journalists
- Pitching stories to journalists, arranging interviews and securing talent for e.g. social activity

So, if you want to work somewhere where there is no hierarchy of ideas and you will progress by merit, if you want to learn every day, if you want to be surrounded by creative people to bounce things off of, and feel like part of something bigger, then drop us an application.

## Education & Experience

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## Must Have

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**Educational Requirements**

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**Compensation & Other Benefits**

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As per company policy