

ACCOUNT EXECUTIVE - Sacramento (CalVAPE)
JOB DESCRIPTION

Summary of Position:

The Account Executive will assist in all duties that pertain to generating revenue in an assigned territory for the company. This person is extremely organized and has great attention to detail. Key responsibilities include: monthly growth goals, supporting existing dispensary business while creating new opportunities. We are self-starters and you should be, too. Do not expect to get micromanaged, as your daily routine will be left to you. Ultimately, this is a sales roll that is heavily focused on maintaining and building meaningful relationships with clients while creating new opportunities and growing the overall opportunity within the territory.

Key Roles and Responsibilities:

- Achieve monthly revenue quota in a defined territory
- Oversee monthly orders and fulfillment
- Mentor and develop Brand Ambassador(s)
- Oversee communication from territory to lab
- Management of existing sales territory, including but not limited to, prospecting for new accounts, maintaining relationship and revenue streams at current accounts
- Development of Territory
- Growing current accounts through the solicitation of new and existing product lines
- Coordinating both orders and deliveries
- Managing dispensary events and in-store demonstrations
- Achieving proper activity levels as defined by upper management
- Completion, updating and maintaining of company reports, information and CRM system
- Managing image, brand and reputation of the company to cannabis industry
- Attending industry events, sponsorships and/or customer engagement opportunities
- Work to change the global perception of cannabis
- Conduct yourself with the utmost professionalism, with ethical behavior and always with conduct becoming to the company
- Must perform other duties as upper management deems critical to the success of the Account Executive role.

Job Requirements:

- Must have an attribute to hustle, have integrity, ambition, take initiative, self-confidence and a competitive attitude.
- Stellar communication skills

- Courteous and respectful demeanor
- Responsible for Orders/revenue, fulfillment, merchandising, mentorship of Ambassador, prospecting.
- Assists with events, pop-ups, delivery of orders, metrics.

Physical Requirements:

- Must be able to work in the cannabis industry (MED Badge Required)
- Must have reliable transportation and a clean driving record
- Must be able to lift up to 25 pounds
- Must be able to work Monday through Friday from 8:30-5pm
- Occasionally work nights and weekends as needed

Education and Experience:

- High School Diploma