**Team Technology: PR Account Manager**

**In this role, your core responsibilities will include:**

* Working as part of an energetic team to create and implement strategic marketing and media relations campaigns
* Day-to-day management of key accounts, from global enterprises to disruptive start-ups
* Assisting with researching, writing and gaining approval for the delivery of editorial opportunities and requests such as press releases, features and thought leadership articles
* Following the daily news agenda, spotting and acting upon reactive comment opportunities for clients, including arranging interviews with national journalists, as well as national and regional broadcasters
* Working closely with the team and keeping on top of all activity in order to achieve monthly targets for each client
* Supporting the Account Directors with identifying and securing new business opportunities and delivering the Team Technology new business plan
* Attending regular networking, client and sector-related events

**The person we’re looking for is:**

* Sociable and a team player
* Someone with high standards
* Someone who has a desire to learn and grow
* Organised and able to work with minimal supervision
* Someone with excellent spoken and written communication skills
* Someone who has the ability to work in a fast-paced environment and to tight deadlines without compromising quality of work
* Confident in leading client meetings and dealing with client issues

**The experience/knowledge we need includes:**

* Previous experience in account management as part of a comms role
* Project management experience
* Experience of working in a fast-paced environment and having to meet deadlines