

JOB DESCRIPTION

Position Title: Strategic Account Manager
Department: Sales
Reports To: EVP – Client Services
FLSA status: Exempt

Position Summary:

Responsible for positioning Bridgeway as the “Trusted Advisor” for the legal departments within an assigned cluster of existing Bridgeway/LawManager accounts. Will be the single point of contact for the account and will leverage the other Bridgeway departments, as necessary, to be the number one supplier of services and products at these accounts. Responsible for establishing and maintaining executive level relationships within the account. Responsible for generating \$2.5M in new orders annually from the assigned accounts. Requires at least 5 years of account management or sales experience with a proven track record of account development and order generation.

Essential Functions:

- Ability to establish and maintain executive level relationship(s), leveraging this executive relationship to establish strategic relationships within the account to establish Bridgeway as the Trusted Advisor and supplier of outside services and products. The objective is to have a top down relationship versus a bottom-up relationship model.
- Ability to develop account based business plans to provide a roadmap to reach account goals, both from an account development and order generation perspective.
- Ability to work collaboratively, in a support role, with the other Bridgeway departments to bring value to the account base.
- Ability to lead proposal efforts for new services and products
- Support and attend Account Management events.
- Update Sales Force.

Essential Qualifications:

- Bachelor’s degree or equivalent work experience.
- Proven track record of account management/sales experience.
- Good communication and interpersonal skills.
- General knowledge of business software applications.

Travel to 70%.

Work Environment

No special physical demands required.