

## Opportunities at bChannels



	MARKETING ADMIN TEAM	MARKETING SUPPORT DESK EXECUTIVE	PROGRAM MANAGER	ACCOUNT MANAGER	ACCOUNT DIRECTOR
OBJECTIVE	This role is within our Partner Program Competency. Clients use partner programs to increase their revenue and that of their partners. It is about incentivising these partners to work with our clients over their competitors.	Working as part of a team lead by an Account Director or Account Manager, to execute specific projects on behalf of clients. Generally, the role involves working on one or few projects at a time for one or two clients. This role will often involve building relationships with partners across EMEA.	Working as part of a team led by an Account Director or Account Manager, to execute specific projects on behalf of clients.	Working independently or as part of a team lead by an Account Director, to manage and execute a range of projects on behalf of one or more clients.	To take overall responsibility for the delivery and development of projects to one or more clients, directing a team of Program Managers and Account Managers as appropriate.
SCOPE OF ROLE	A Client Administrator works as part of a team, executing specific client programs. Much of the work is data-driven, and a Client Administrator will often work with numerical or written data which they must understand, organise, manipulate and present in a specified format. Suitable candidates will therefore enjoy analysing and interpreting information.	The objective of the Marketing Support Desk is to establish contact and support our client's business partners. On the whole these business partners will who understand marketing but have limited marketing resource. The Marketing Support Executive will support with the development and implementation of marketing campaigns.	Working on one or few projects at one time for one or two clients. Limited responsibility for profit/loss of projects.	Working on a range of projects for one or two clients. Some management of Program Managers. Invoice sign off for small items. Some responsibility for profit/loss.	Working on a range of projects at one time for a range of clients. Often managing Program Managers and sometimes Account Managers. Invoice sign off for major items. Accountable for profit/loss.
PERSON PROFILE	<ul style="list-style-type: none"> <li>Logical, process-driven approach</li> <li>Analytical - aptitude for working with written and numerical data</li> <li>Organisational - ability to manage own time and workload</li> <li>Ability to maintain a high level of attention to detail                             <ul style="list-style-type: none"> <li>Strong business English</li> <li>Intermediate level Microsoft Excel</li> </ul> </li> <li>Ability to work both as part of a team and independently, when required                             <ul style="list-style-type: none"> <li>Willingness to learn</li> </ul> </li> </ul>	Proficiency in at least one of the specified languages (plus English). A passion or interest in Marketing and/or IT & Technology. An ambition to progress within the company through the marketing channel.	Minimum of one to three years experience of project management in IT or in a similar industry.	Minimum of three to five years minimum experience of project management and/or client account management, part of which has been specifically in IT.	Minimum of five or more years experience of project management and client account management, most of which has been specifically in IT.