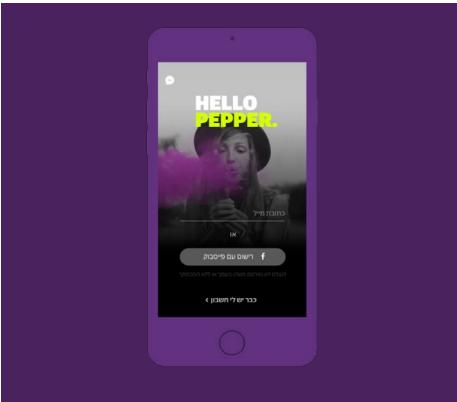




NelsonBostock Unlimited...

Winning Minds



Senior Account Manager

(Permanent)

Nelson Bostock Unlimited (www.nelsonbostockunlimited.com) is looking for a talented, creative and ambitious Senior Account Manager who wants to be part of one of the UK's most dynamic and imaginative technology public relations agencies.

A bit about us

Nelson Bostock Unlimited is one of the UK's leading technology, B2B and corporate public relations agencies, recognised as a top 6 tech agency by PR Week. We create compelling and creative brand storytelling for some of the world's biggest tech brands and ambitious start-ups. We use our experience and intelligence to generate great ideas that get people talking about the brands we work for, delivering communications campaigns that build our clients' reputations within the UK and across EMEA.

At the heart of our organisation is our Winning Minds ethos. Winning Minds underpins everything we do, from how a brief is responded to and how partners are chosen, through to staff coaching and the people the agency recruits. We are always looking for the brightest Winning Minds to join our agency, helping us to continually challenge our clients and the industry through everything we do and deliver outstanding results.

Nelson Bostock Unlimited is part of the wider Nelson Bostock Group Unlimited that includes consumer agency, Fever, (www.feverpr.com). The Group is wholly-owned by stock exchange-listed marketing services group, Creston (www.creston.com).

Our philosophy

We are acutely aware that the world in which we operate is undergoing dramatic and rapid transformation, driven by the ongoing digital communications revolution. PR agencies unable or unwilling to adapt and evolve at pace will simply get left behind.

We embrace the challenges this transformation represents because they have created massive opportunities to position PR as a truly strategic discipline; providing consultancy spanning the entire communications mix – from media strategy and lead generation, issues and crisis management, social media, through to integrated campaign management.

Our teams combine specialist skills with a centralised planning and campaign management function that ensures we're close to the client challenge and able to deliver effective campaigns that impact our client's bottom line.

Content and its creative generation is at the heart of this way of working. We are passionate about creating the right content to reach the right audience via the most appropriate channel.

Our clients

Here's a selection of some of the companies that have trusted us to build their brands, manage their reputations and deliver award-winning PR, content and social campaigns: Canon, EE, Facebook, Toshiba, HTC, Criteo, Equinix, Instagram, Momondo, Bank Leumi, Lookout, Signal, Stripe, Zuora.

We have extensive experience in helping high-growth companies launch their products and services in the UK and beyond into continental Europe.

The role, key accounts and responsibilities

We're looking for an experienced and ambitious Senior Account Manager to join our brilliant team.

This mix will include working with a well-known international client in the tech space providing corporate support for a portfolio which spans a raft of products and services for both consumer and B2B customers. B2B customer industries include transportation (automotive, aviation, rail), utilities (smart energy: grids, solar panels, home meters), and manufacturing (factory automation, logistics).

The role requires strong:

- Client relationship management
- Account strategy, delivery, development and growth
- Team leadership
- Contribution to the overall development of the agency - including culture, brand and client service
- New business support – to help hit our ambitious growth targets. We also have a number of exciting new clients coming on board in the next few months which may offer new account opportunities to the right candidate.

Experience

- Strong (degree-level) academic background preferred and interest and understanding of Corporate, B2C and B2B technology.
- Strong knowledge of social media management and moderation is a requirement – B2B experience is desirable.
- Knowledge of the capabilities and limitations of social technologies, platforms and monitoring/publishing tools is also a requirement.

Skills

- We are looking for a lively, energetic and enthusiastic candidate who has a 'can do' approach.
- They should have the ability to learn quickly, work as part of a team, handle a number of tasks at the same time, and be able to prioritise tasks according to deadlines.
- There is a requirement for the Senior Account Manager to be flexible as there will be changes in the emphasis of duties as required from time to time.

Key Attributes

- Good writing skills and a strong command of the English language (spelling & grammar, etc.) is essential.
- The ideal candidate will have a willingness to succeed, will be proactive and will take pride in their work.
- Ambitious player with a hard work ethic who is keen to progress their career.
- Excellent social and digital experience with ability to manage channels
- Successfully pitch from client brief and follow through to secure quality coverage.
- Produce a wide range of high quality written material within tight deadlines.
- Confident client-facing account handler with an ability to work proactively and with minimal supervision.
- Ability to adapt quickly and contribute to the team's development and understanding in this sector.
- Good time and workload management skills – must be a strong multi-tasker.
- A good team player who is willing to learn from team members and who can take constructive criticism from colleagues.
- Excellent attention to detail & organisational skills.

Reporting to

Account Director

Benefits

Salary: competitive

- 20 days of holiday: This rises to 25 after five years' service e.g. 21 days after one year, 22 after two years, etc.
- Formal office closure over Christmas/New Year period: 3.5 – 4.5 days.
- 'Duvet Day', an extra day each year for those 'I need a break moments'.
- Volunteering Day, everyone is encouraged to spend one day each year – fully paid - volunteering to support a charity and they then write up their experience to share with the Group.
- Pension scheme –After three months you will be automatically enrolled into the company pension scheme and after two years' employment, the company will match your pension contribution up to 3% of basic salary; after 3 years, contribution matching moves up to up to 4%; after 4 years, contribution matching moves up to 5%. After five years' employment, the company will contribute 5% of basic salary irrespective of your own pension contributions
- Flexible working – the chance to flex' your working hours to come in an hour later or leave an hour earlier
- A full social programme throughout the year, including:
 - Friday at Four cocktail trolley every wee,
 - Friday at Five buffet and drinks every week
 - Summer party and Christmas party (with sister agencies Fever and Mediaworks)
- As a token of appreciation all permanent employees receive a bottle of bubbly on their work anniversary
- NBU, as part of its parent company Nelson Bostock Group, achieved a 2-star rating ('extraordinary') and was listed in the 100 Best Small Companies to Work in by the Sunday Times for the third year running
- The Talent Academy: A formal training programme is in place to help employees develop their career and personal development plans.
- Profit related bonus (NB: this is discretionary and cannot be guaranteed and is not contractual)
- Private health insurance, offered after two years of continuous service.
- Flu jabs, are arranged each winter with a nurse visiting the office to give free to anyone who wants one.
- Season Ticket Loans, are available interest-free to spread the cost of travel to and from work.
- New business and recruitment bonus scheme

Process

- There will be at least two rounds of interviews. This may be followed by a presentation to appropriate senior agency staff.