

Senior Account Executive

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Phone :

Web :



Job Summary

Vacancy :

Deadline : Mar 15, 2025

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Employment Status : Full Time

Experience : Any

Salary : £32K - £32K

Gender : Any

Career Level : Any

Qualification :

Job Description

The Opportunity

Are you passionate about social media and eager to create impactful B2B campaigns? Want to work with some of the UK's most recognised brands?

We're looking for a driven and creative **Senior Account Executive** to join a growing social team at a brilliant B Corp certified communications agency, delivering engaging content and strategic social campaigns for leading B2B brands. Experience in the painting, decorating, construction, or building industries would be a distinct advantage.

The Role

As a **Senior Account Executive**, you will play a key role in executing B2B social media strategies, managing content calendars, and ensuring high-quality social asset production. You will be hands-on with community management, content creation, and campaign execution, collaborating with creatives, content strategists, and insight professionals to drive engagement and brand impact.

Key Responsibilities

Client Management

- Respond swiftly and efficiently to client enquiries, maintaining strong relationships at all levels.
- Take an active role in client meetings, confidently presenting on projects you lead.
- Independently prepare and follow up on client meetings, shaping agendas and issuing clear action points.
- Assist in planning and delivering monthly/quarterly social reviews, ensuring seamless organisation.
- Build trust with junior and mid-level client stakeholders, ensuring alignment with their marketing objectives.
- Keep client content plans and campaigns updated to reflect changes in strategy.
- Provide clear reporting on social campaign success, offering insights and recommendations.

Content & Community Management

- Develop engaging content and social assets, securing client approval.
- Organise and maintain content calendars, ensuring a structured and strategic approach.
- Oversee accurate and timely content publishing across platforms, ensuring error-free execution.
- Apply a keen eye for detail, reviewing content and copy before submission to clients.
- Support the development and execution of social campaigns, contributing creative ideas.
- Spot and develop reactive social opportunities to maximise engagement.
- Coordinate logistics for influencer mailers, with support from interns.

General

- Contribute to creative ideas for pitches and new business opportunities.
- Accurately manage POs and track actual spend versus budget.
- Be an integral part of the team, upholding the agency's collaborative culture.

The Ideal Candidate

- Experience in a B2B social media role within an agency setting, ideally at SAE level.
- Passionate about the evolving social media landscape and industry trends.
- Strong interest in the B2B space (this is a dedicated B2B role, not consumer-facing).
- Preferable experience with Sprinklr, CapCut, Photoshop.
- Proactive, solutions-oriented, and highly organised.
- Excellent written and verbal communication skills with a strong eye for detail.
- Ability to manage multiple projects independently while being a collaborative team player.
- Proficient in Microsoft Word, Excel, and PowerPoint.

Why Join?

- Work with market-leading brands in the painting, decorating, construction, or building industries.
- Be part of a dynamic, supportive, and growing social team.
- A hybrid working model offering flexibility with office days.
- Take full ownership of projects and make a real impact.

We aim to respond to all applicants; however, if you haven't heard from us within seven days, your application has not been successful this time.

Education & Experience

Must Have

Educational Requirements

Compensation & Other Benefits
