

## Job Description

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### **Job Identification: Account Executive**

**Department: Clinical**

**Job Classification: Exempt / Full-Time**

**Reports to: Director of Business Development**

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### **RESPONSIBILITIES/DUTIES:**

- Coordinating and supporting new Patient Advocate at new locations
- Identifying and coordinating Physician and Provider recruitment for Saliency TMS and SNHWC as instructed monthly
- Coordinating and facilitating growth as outlined on a quarterly basis
- Coordinating and supporting campaigns and communication of campaigns to external market
- Coordinate, support and/or run all events, symposiums for market development of TMS Therapy such as NAMI, NEST etc.
- Qualify leads from marketing campaigns as sales opportunities
- Contact potential clients through cold calls and emails
- Set up meetings or calls between (prospective) sites and Physicians
- Perform other tasks as assigned by director
- Manage incoming patient lead flow using phone sales techniques to book consultation appointments
- Identify potential outside referral sources through prospecting, using phone, email or other methods
- Track all relevant qualification and lead management activity using Salesforce or any other future programs (including calls, prospect pipeline, account notes, etc)
- Report to the Director of Business Development on (daily/weekly/monthly/quarterly) sales results
- Stay up-to-date with new products/services and new pricing/payment plans
- Develop negotiating strategies and positions by studying integration of new venture with company strategies and operations; examining risks and potentials; estimating partners' needs and goals
- Protect organization's value by keeping information confidential
- Update job knowledge by participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations
- Coordinate all interest, relationships, and potential new embed sites to the Director of Business Development
- Help Coordinate and Maintain all off site and Internal TMS Treatment Director relationships
- Facilitating the expansion of Saliency TMS in other markets
- Meet or exceed key activity metrics for daily calls, emails, consultations, and lunches booked
- Collaborate closely with Marketing team to create and execute new digital and social media marketing campaigns targeting both patients and providers
- Expand knowledge of the industry and competitive marketplace, helping Saliency TMS Neuro Solutions to become the leading provider to TMS in the nation

## **JOB SPECIFICATIONS:**

- Sales and Marketing experience
- Exceptional Communication and Written Skills
- Maintains the highest level of patient confidentiality
- Ability to interact with patients, families, physicians, and other healthcare workers
- Demonstrates commitment to the vision, mission and values of the company
- Must be willing to travel to various Dallas or Ft. Worth locations
- Accuracy with attention to detail
- Ability to work both independently and/or as part of a team in a fast-paced environment
- Strong analytical & problem-solving skills
- Well organized; able to prioritize multiple projects and deadlines, multi-task skills
- Ability to work under pressure
- Excellent customer service skills with sound sensitivity judgments and courteous phone manner
- High-energy; productive work habits, flexible and adaptable to change

## **REQUIRED EDUCATION/EXPERIENCE:**

- Bachelor's Degree
- Experience in Sales and Marketing
- Have a valid Driver's License

## **ESSENTIAL FUNCTIONS:**

- Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

### **Environment:**

- The worker is not substantially exposed to adverse environmental conditions (such as in typical office or administrative work)

### **Physical Demands:**

- Light-Exerting up to 25 lbs of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects
- Frequently: 46-100%
- Stooping, Kneeling, Crouching, Fingering, Grasping, Talking, Hearing, Repetitive Motion, Standing, Walking, Driving, Reaching, Pushing, Lifting

### **Vision**

- The worker is required to have close visual acuity to perform an activity such as: viewing a computer terminal and extensive reading

### **EEOC Disclosure:**

- TMS Neuro Solutions is an equal opportunity employer. We evaluate qualified applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, veteran status, and other legally protected characteristics.