



Schedule A – Job Description

Job Title: Account Executive, Wireline Sales Solutions	Department: Corporate Sales - Wireline
Reports to: Director of Sales - Wireline Sales Solutions	Date: July 2011

ROLE DEFINITION

The Wireline Account Executive's main focus will be maintaining and growing an existing base of accounts. Those will include a mix of Enterprise and Medium clients as defined by Bell Canada's corporate customer segment. In addition to maintaining a client base it is expected that this candidate will follow up on leads provided by Bell Canada's team for new business opportunities. The Candidate will have a thorough understanding of the needs and applications of Major Accounts to enable him/her to propose solutions that leverage the full range of Bell Canada's wireline products and services.

KEY RESPONSIBILITIES

- Development and implementation of ROIs, proposals and contracts
- Point of contact for client orders and inquiries
- Customer meetings and wire line solution assessments
- Coordinate with Bell installation and engineering teams to assess proposed solutions
- Follow through with orders and transmit information to appropriate departments
- Follow-up on Bell Solutions customer leads
- Schedule weekly appointments with potential clients
- Address customer complaints and propose sound solutions

QUALIFICATIONS & EXPERIENCE

- Post secondary education or three (3) to Five (5) years experience as an Account Executive in the Telecommunications industry
- Significant knowledge of Bell Canada Solutions products
- Knowledge of Excel, Word and PowerPoint
- Strong customer service orientation
- Intermediate computer skills
- Strong communication (oral and written) & presentation skills
- Bilingual (French and English) would be an asset (in Bilingual Provinces, a requirement)