

Account Executive - Manchester

You are: Brave, Expert, Spirited and Thoughtful – the behaviours that DCM lives by.

You have: A desire to build a successful career with an engaging personality. A passion for Cinema and Film.

You will be: Working as part of the wider Regional Sales team to help drive advertising revenue while providing administrative support. Building an understanding of cinema proposals as part of the wider media mix.

We want: You to work collaboratively with all departments both internally and externally to create highly productive relationships that will help to build the reputation of DCM within your market. You to be ambitious and motivated to succeed.

We will: Provide you with excellent support from the London Managing Partners as well full support from the DCM London operation.

We deliver: Competitive salaries, market leading bonus structures, a fully stocked bar and unlimited cinema trips!

Main responsibilities:

- Accurately administer campaigns before, during and after their existence.
- Take responsibility for preparing and costing bespoke sales proposals.
- Gain detailed understanding of media agency objectives and key clients within their portfolio.
- Provide accurate and regular communication to your agency contacts.
- Ensure implementation to agreed standards and timeframes.
- Organise and attend cinema evenings, hospitality events, presentations, workshops and meetings with agencies.
- Develop knowledge of film products, future releases and audience insights.
- Foster good working relationship with relevant agency personnel and within DCM.
- Gain a good understanding and working knowledge of cinema advertising trading parameters and wider marketplace.
- Monitor trade press, national press and online bulletins for sales ideas and industry information.
- Undertake projects and other ad hoc duties as required.
- Proactively inject ideas to benefit the Regional DCM Sales Operation.

The person:

- Be self-motivating and open to new ideas.
- Committed and caring.
- Have a passion for teamwork.
- Demonstrate strong analytical and numerical skills.
- Have an interest in/knowledge of the world of media and advertising
- Have excellent presentation skills
- Have excellent communication skills, both written and verbal.
- Have the ability to establish good working relationships with all levels of people.
- Be committed to good time management and have meticulous attention to detail
- Excellent user of PowerPoint and Excel.
- Able to work under their own initiative and under pressure
- A good sense of humour

The person:

- GCSE Maths and English or equivalent (grade B minimum)
- Very good/Advanced PowerPoint & Excel

About DCM

We're an equal opportunities employer and we treat all job applicants and employees in the same way, regardless of their sex, age, race, ethnic origin, sexual orientation, religion or any disability.

All decisions on recruitment, selection, training, promotion and career management will be based solely on objectives and job-related criteria.

We strive to create an inclusive and fair culture where everybody feels able to be themselves and empowered to achieve their best.

Contact Details:

To apply for this role, please send your CV and cover letter to:

careers@dcm.co.uk