

Distributor/Whole Foods Account Executive

Region: Eastern Region – Presence Marketing
 Position: Distributor Account Executive/Whole Foods Account Executive
 Department: Distributor Relations/Sales
 Reports to: Senior Distributor Account Executive/North East Sales Manager

The Distributor Account Executive’s/Whole Foods Account Executive’s primary responsibility is building and maintaining relationships with our distributors and Whole Foods Regional buyers on behalf of PMI/DPI and our manufacturer partners.

Key Responsibilities Include:

- Division liaison between principals represented and the following distributors & Whole Foods Regions: UNFI-East, Select Nutrition, Associate Buyers, Buzzuto’s Whole Foods North Atlantic and North East
- Regular meetings with SRM’s/Category Managers within each distributor and Whole Foods Regions
- Maintaining relations with key personnel at all distributors and Whole Foods Regions
- Creative promotional planning with our principals, distributor and Whole Foods Regions
- Problem Solving/Solution finding for principals, distributors and Whole Foods Regions when necessary
- Responsible for all distributor and Whole Foods Regions submissions including, but not limited to new items, promotions, new vendor setup, etc.
- Maintain principals’ relations and accompanying principals to all distributor and Whole Foods Regions meetings
- Communicate outcome to sales from all distributor and Whole Foods Regional meetings and/or dialog with SRM’s/Category Managers regarding issues
- Creatively and analytically review principals business with distributors and Whole Foods Regions (programs, etc.)
- Proper utilization of company and departmental technology and protocol (Database/SharePoint)
- Attending regional and national distributor and Whole Foods trade show tabletops
- Meeting or exceeding all departmental deadlines
- Attend new brand interviews as necessary
- Attend brand reviews as necessary
- Completion of additional projects as supervisor sees fit

Qualifications:

- 2+ years of industry experience, preferably with distributor and/or Whole Foods Regional experience
- 2+ years of management experience
- College Degree, Bachelor’s Degree preferred or extensive prior experience
- Ability to travel (approximately 25%+)
- Expertise working with Microsoft Office Products
- Attention to detail and strong organizational and follow-up skills
- Flexibility to successfully multi-task in a fast-paced environment
- Excellent decision making ability

MIDWEST | EAST | WEST

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SOUTHWEST

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NORTHWEST

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