

Premium Account Executive

NYC, New York

The Carats & Cake team is growing the way we take care of our vendors and needs a patient people-lover, diligent follow-upper, creative idea-generator and a generally, business-savvy teammate to manage Premium clients.

The Day-to-Day

- Learning about potential clients and educating our vendor base about Carats & Cake
- Tracking and reporting activity on any existing clients
- Liaising with editorial, social media and press teams to create strategic opportunities on behalf of clients
- Ongoing correspondence to maintain strong relationships between vendors
- Overall support to Founder and VP of Brand Marketing for business development efforts (Hopefully, you like Café Cluny as much as we do!)

The Ask

- Bachelor's degree
- Prior sales, media or account management experience is a nice to have
- A client friendly attitude is a must

To apply please email jobs@caratsandcake.com with the subject "Premium Account Executive" and please attach your resume.