



**Aguillon & Associates LLC**  
**Account Executive**

Point of Contact:  
Melissa Aguillon  
President, CEO  
210.254.9160  
aguillon-associates.com

Looking to advance your career in this ever-evolving world of marketing and communications? Want to work in an office that helps shape stories for their clients and our community?

If that's the case, think about joining our team. Here are some things we can offer you:

- A fun, fast-paced creative work environment.
- Opportunity to manage campaigns that offer clients a full slate of services from digital marketing, to media relations, content creation to advertising and media buying.
- Create a position for yourself working for the clients you want and doing the things you love!
- Unlimited tea and coffee and the occasional complimentary lunches within the office ☺

Like what you have heard so far? Then think about joining the team at Aguillon & Associates!

Through our extensive experience in communications, marketing and public affairs, our mission is to execute creative strategies that build lasting relationships, influence behaviors and attitudes, and support our clients' objectives.

Here is what we are looking for in an Account Executive:

- **Experienced communications professional:** You should be equipped with at least 3 years' experience, ideally in the areas of retail and professional services with the ability to work independently.
- **Self-starter:** Responsible for managing the clients' needs, as well as the staff to meet the end goals of the clients' communications, marketing, advertising and public affairs needs.
- **Natural born leader:** At least one Account Coordinator per account will report directly to you and you will need to manage at least 2-3 accounts with a hands on attitude to include all hands on deck on other firm accounts when needed.
- **Entrepreneur mindset:** You strive to learn your clients' business as if it was your own and deliver amazing service with value each and every day!



What we offer at A&A:

- Competitive Salaries and growth opportunities
- Up to two weeks paid vacation in addition to personal leave
- When you bring in new business, you earn a percentage of the client's retainer
- We cover costs of classes or trainings and encourage business and civic engagement

Requirements:

- Ability to travel within Texas
- Retail client experience

Preferred Qualifications

- Bilingual, fluent in Spanish

Employee should be able to work a minimum of 40 hours per week between the hours of 8:30 am and 6:00pm. Salary commensurate on experience. Send resumes to [Melissa@aguillon-associates.com](mailto:Melissa@aguillon-associates.com) or call (210) 254-9160.