



Aguillon & Associates LLC
Account Executive

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

Are you looking for fulfilling work that makes a difference for clients? Want to work for an agency that helps shape compelling stories and impacts 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 public 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!

Like what you have heard so far? Then think about joining the team at Aguillon & Associates as an Account Executive! This position is temporary but has potential to continue as a permanent position based on the needs of the agency after June.

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 relations needs. Be able to efficiently work remotely.
- **Natural born leader:** Various team members will report directly to you and you will need to manage multiple 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!
- **Upward Mobility** – You want to grow in your position, by actively seeking new clients, and assisting us win new work.



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
- Cell Phone Allowance

Requirements:

- Ability to work remotely (temporarily due to Covid-19)
- Must be available from 9am to 6pm, Monday-Friday
- 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 or call (210) 254-9160.