

SENIOR ACCOUNT MANAGER



**1 YR MATERNITY COVER CONTRACT
WITH POTENTIAL TO BECOME PERMANENT**
Junior Account Exec / Account Exec

EXPERIENCE

4+ years

SALARY

FT £40-45k pa commensurate with experience

LOCATION

Primrose Hill, London
(4 days in-studio, Fridays WFH)

THE AGENCY

Creative & Commercial has over 25 years' brand and creative experience, working with organisations and businesses of every shape and size.

These include some of the world's largest brands, to SMEs and start-ups. The agency has produced strategies for the Royal Albert Hall and Nickelodeon, identities for YouGov and Magen David Adom, TV spots for Thirst Pockets and 888sport, brand experience collateral for Coca Cola and Fanta and pretty much everything in between.

THE ROLE

We're looking for a bright, organised and proactive **Senior Account Manager** to join our team.

You'll be at the heart of our client relationships and project delivery, taking ownership from brief through to delivery and working closely with our creative and strategy teams to make great work happen.

You'll work across brand, campaign, content and social projects, shaping briefs, managing timelines, presenting work, handling feedback and spotting opportunities. You'll be confident with clients, comfortable juggling multiple projects and good at keeping things moving.

You'll have a genuine love of social, keeping up with what's happening, understanding what makes content work and spotting opportunities for brands to join the conversation.

You'll also support more junior members of the team, helping create a calm, collaborative and enjoyable way of working. No two days will look the same, and you'll be closely involved in taking projects from a good brief to work everyone is proud of.

RESPONSIBILITIES

- Owning day-to-day client relationships and acting as a trusted point of contact
- Managing multiple projects across brand, campaign, content and social, keeping timelines, budgets and deliverables on track
- Developing clear, focused briefs and turning client conversations into actionable plans
- Working closely with designers, writers, strategists and social creatives to develop and deliver great work
- Helping shape social strategies, content ideas and creative approaches for clients
- Leading client meetings, presentations and project updates
- Managing feedback and approvals, keeping projects moving and everyone aligned
- Helping clients shape and refine briefs, asking the right questions and challenging where appropriate
- Supporting strategic thinking across brand, campaign, content and social projects
- Supporting pitches, proposals and new business opportunities
- Supporting and mentoring junior members of the account team
- Working with senior leadership to ensure projects are delivered to a high standard, on time and within budget

QUALIFICATIONS

- Educated to degree level

SKILLS & COMPETENCIES

- Strong account and project management skills, with the ability to manage multiple projects and priorities
- Clear, confident communicator - written and verbal
- Strong client management skills and the ability to build trusted relationships
- A genuine love of social - you know your TikTok from your Instagram, but more importantly, you understand what makes people stop, look and engage
- Strong attention to detail and a calm, can-do attitude
- Good commercial awareness, including an understanding of budgets, scope and resource
- Able to spot opportunities and think beyond the immediate brief
- A team player who asks questions, listens, takes initiative and gets things moving

DESIRABLES

- Curious, kind and not afraid of a tight deadline
- A working knowledge of or interest in the charity and not-for-profit world
- Familiarity with (or openness to learning about) the UK Jewish community
- Experience helping to coordinate creative work (print, digital, social, campaigns)
- A natural sense of style and presentation - even if you're not a designer
- A lover of lists, clarity and making things happen

WHAT WE CAN GIVE YOU

We're a small team that believes in doing great work - and supporting each other while we do it. Alongside meaningful projects and a collaborative environment, here's what else we offer:

- Early finish Fridays during the winter months
- 21 days annual leave, bank holidays and Twixmas (our offices close between Christmas and New Year)
- Access to our on-site gym to help you stay active without the commute
- Secure on-site bike storage for easy cycling to and from work
- Paid professional development courses of your choice - we're big believers in continuous learning and investing in your growth

TO APPLY

Please send your CV and a short cover letter to work@creativeandcommercial.co.uk with **Senior Account Manager** in the subject line.

If you don't tick every box but feel excited about the role, please get in touch anyway - we'd love to hear from you.

