



The PHA Group Senior Account Executive Job Description

About Us

The PHA Group is one of the fastest growing and most dynamic PR companies in the UK, proud to have achieved an array of industry awards while delivering exceptional levels of service to many high-profile clients.

About the Role

We are currently looking for a *Senior Account Executive* to join our fast-paced *Entrepreneurs & Business* team which is part of our *Enterprise Division*. E&B has grown rapidly over the last year thanks to its talented and motivated people who strive to deliver impressive coverage while enjoying a work/life balance to rival any in the industry. Our growing portfolio of exciting clients include market-leading recruitment and law firms, a challenger energy business, Britain's best-known plumbers and one of the country's leading driving schools. We speak every week with the leaders behind these businesses to build their personal profiles. Team members at every level are client-facing and encouraged to come up with ideas to add value.

The ideal candidate will be able to set a standard to which other ambitious account executives can aspire. They will be an energetic, hard-working, personable and confident individual, who has a genuine passion for the media, in-depth knowledge of their sector, relevant media contacts and confidence using PHA systems (Gorkana, Foresight news, etc). They will also have excellent written and verbal communication skills, substantial agency experience, confidence in client facing situations and a can-do attitude.

Day to Day Requirements

- Accountability for results on client accounts and regular delivery of high quality coverage
- Take ownership of certain account activity
- Development of strong client relationships – existing and new
- Development of creative, credible and value adding ideas for clients
- Establishment and demonstration of level of seniority in the department
- Updating, reporting to and communicating with colleagues, managers and clients
- Problem solving by identifying, flagging and escalating any team or account issues
- New business contribution
- Wider company contribution, such as team seminars or workshops to underline your seniority

About You

We look for individuals who can demonstrate energy and enthusiasm for any challenge they encounter, who are keen to be involved in a wide range of accounts, and who are looking to develop their career in an award winning, innovative PR agency. You should also be...

- A team player
- An exceptional communicator
- Highly committed
- Results driven
- Self-motivated
- Super organised

- Passionate
- Creative

The Team

PHA people have a real love and genuine passion for the media, are driven by results and are hugely successful. We think creatively in order to differentiate ourselves, develop new approaches and deliver an outstanding level of service to all. Our success is driven by the commitment, work ethic and exceptional communication skills of our team. We are also a sociable, friendly bunch and are always looking for likeminded people to join us. You can send your CV & Covering Letter to natashan@thephagroup.com.

Hours: Hours will be 8:30am to 5:30pm Monday to Thursday and 8:30am to 4pm on Friday.

The PHA Group Staff Benefits



Up to 31 Days
Leave plus Bank
Holidays



Team Treats



£500 Birthday
Bonus



10% New
Business Bonus



Medicash



PHA Awards



Cucumber
Salon Corporate
Discount



Cupcake Award



£500 Holiday
Bonus



Summer Event



Christmas Event



PHA Pension
Scheme



Childcare
Voucher Scheme



Eye Tests



Recruitment
Incentive: Staff
Referral Fee



4pm Friday Finish



Ideas Bank



Staff Wellbeing
Initiative



Fresh Fruit
delivered to the
office



Local Businesses
Corporate
Discount