

Media Planning & Buying Account Manager (London)

We are seeking to employ an ambitious & entrepreneurial Account Manager, with a genuine passion for digital, data analysis and delivering excellent client service, to join our Media Planning & Buying team. The role offers a unique opportunity for someone to progress their career in the media industry at a proudly-independent agency, run by an experienced management team. It also offers the opportunity to work across some of the most dynamic accounts within the agency spanning a variety of sectors.

We work in a relaxed but professional environment and welcome applications from all suitably qualified persons regardless of their age, race, sex, disability, religion, sexual orientation.

The Role

Working as part of our Media Planning team, you will play a significant role in the development, execution and management of multiple digital media campaigns. You will have hands on responsibility for managing several clients, supporting your line manager to ensure that the team deliver innovative and effective digital communications and high levels of client satisfaction.

Duties & Responsibilities

The role encompasses a wide range of duties, including: -

- Managing and coordinating campaigns and clients on a day to day basis
- Liaising with key internal and external suppliers/contacts
- Delivering innovative, high quality and accurate media plans - ensuring campaigns are delivered timely, accurately and efficiently
- Providing insightful analysis and recommendations to clients
- Managing financial queries, spending summaries, media payments and reconciliations
- Showing an interest in industry developments and sharing news and views with the team and clients

Who are we looking for?

Previous experience in digital media is essential – particularly in the area of Display. You must have –

- At least 24 months experience in a media planning/buying role (and social ideally)
- Experience in programmatic media and agency ad serving tools
- A passion for excellent client service
- Excellent numeracy and analytical skills
- Excellent organisational and time management skills
- Excellent communication skills
- Excellent working knowledge of Excel
- A proactive approach to work
- Strong attention to detail, an entrepreneurial spirit & curiosity for all things digital

Remuneration Package

- Competitive salary (depending on experience)
- 25 days holiday + day off on your birthday
- Enrolment to the company benefits scheme
- Modern office with on site showers, gym, bike racks, restaurant and cafe

Find out more at www.navigatedigital.com or <https://www.linkedin.com/company/navigate-digital-limited>

Navigate Digital Limited

Registered Company in England, Wales (06425824) & Australia (84 609 764 552)
2nd Floor, 150 Borough High Street, London, SE1 1LB ~ Shop 1, 1-25 Adelaide St, Surry Hills, 2010, Sydney
www.navigatedigital.com