



## JOB DESCRIPTION

# Junior Account Executive

Colèchi is a fashion co-learning and research agency, and we are building a team to grow our exciting projects around reimagining the future of fashion via our journal, research, events and exhibitions. Colèchi are looking for creative, motivated and talented young individuals to join our team through the new Kickstart scheme. Chosen candidates will work within a small team, be self-motivated and interested in growing our fashion agency. You will work closely with the directors and other team members. The role will be predominantly remote, however you may be required to come into the office or attend events.

This is an entry level role, you will be trained on the job.

### **The Role**

Colèchi is looking for a junior account executive to manage new and existing contacts and clients. This role will involve working with new leads; getting in touch with future clients; pitching Colèchi's services and tracking our clients' journey.

#### **This is perfect if you**

- Enjoy selling and pitching
- Great at communicating and persuasive
- Can build and manage relationships
- Are numeric
- Are customer focused

#### **Personal requirements**

- Interest in fashion, art, design and/or culture
- Interested in sustainability and the environment
- Loves learning
- Great verbal and written skills

### **Important Requirements - Kickstart Scheme**

- Be between 16 – 24
- Must currently be on universal credit

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## How to apply

Please complete this form <https://forms.gle/83LVNPrDHgxC6jcA>, don't forget to upload your CV if you are having issues email us at [info@Colèchi.com](mailto:info@Colèchi.com).