



Amazon Representation, Management & Resources (ARMR) Associate Account Manager, ARMR

We are Amazon veterans, ecommerce experts, profitability professionals, and marketing mavens, intent on changing the way brands interact with Amazon. We offer full-service representation and management solutions for all businesses, whether they're using Vendor Central, Seller Central, or something in between. With +25 years of collective Amazon experience, we are uniquely qualified to manage and launch brands on the platform. From shampoo to shoes, virtual reality systems and yoga mats, we work with businesses of varying size, maturity, and category to succeed on Amazon.

Overview

At ARMR, we run our clients complete Amazon relationship. It is our duty increase our clients cash flow, improve their profitability, and enable them to allocate resources to other business needs.

As one of the ARMR associate managers you are acting as the client lead for several of our client's Amazon businesses. You are responsible for communicating platform strategy and delegating through use of ARMR support teams to execute these projects & tasks. Individuals must have a thorough understanding of e-commerce principles and retail strategy to be successful in this role. The account management role is expected to maintain positive relationships with clients and collaborate with internal teams to execute on Amazon.

Position Title: Associate Account Manager

Location: 100% Remote (Work from Home). Access to high-speed internet required.

Reporting Into: Vice President and General Manager, ARMR

Employee Type: W2 Employee for individuals in Washington state or Minnesota. 1099 for individuals living anywhere else. Must be authorized to work in the US.



Responsibilities

- Management of clients' Amazon accounts (Vendor and/or Seller Central) using all levers (catalog detail, site merchandising, pricing, promotions, search) to drive growth
- Onboard new clients, manage account and product setup
- Communicate and present account performance to clients & leadership on regular cadence
- Perform routine account audits to gauge operational and financial health
- Leverage analysis of business analytics to make informed decisions on platform strategy
- Collaborate with marketing team on implementation and optimization of paid search
- Leverage internal tools to execute category and brand research to understand markets

Tasks	Description	% Time
Client Management	Engage with clients (weekly or bi-weekly) and review key business metrics and action items across catalogue, inventory, finance and marketing.	20%
Platform Strategy & Execution	Using available levers (content, pricing, traffic) identify plan of action for Amazon and pursue eCommerce objectives.	35%
Delegation & Project Management	Leveraging the ARMR Support Team, you need to delegate the routine tactical activities to ensure strategies are being executed for each of your clients.	25%
Strategic Projects	Maintain an ongoing project (aka "Rock") outside of daily duties to improve the scope of service or efficiency of work.	10%
General Admin	Internal meetings, trainings, advertising certifications, etc.	10%



Management Skills

- Passion for e-commerce retail and digital marketing
- Thrives on results-drive success
- Ability to work independently and build strong relationships with stakeholders
- Detail oriented and strong organizational skills
- Self-starter mindset – takes initiatives to learn, improve, and create
- Demonstrated experience as effective contributor, and strong communication skills

Technical / Specific Experience

- Excellent working knowledge of Amazon Seller and/or Vendor Central, Walmart
- Familiarity with PPC advertising and use of Display & Search Network advertisements
 - Amazon Advertising (aka AMS)
 - Google AdWords
- Sound knowledge base of SEO principles
- Integration of Social Media campaigns into retail strategy
- Advanced knowledge of Microsoft Excel. SQL experience a plus.

Professional Qualifications

- Minimum of 3 years of relevant work experience in the following areas:
 - eCommerce, Brand Management for CPG brand, Digital Marketing
 - Amazon experience is highly preferred
- Preferred Category Experience: Consumables, Hardlines, Softlines, Grocery, Fashion, Toys
- Bachelor's Degree or the equivalent

Work Conditions

- Work hours: 40 hours/week
- Required attendance for internal - recurring Mon/Wed/Fri
- Non-COVID travel expectations: Quarterly All Hands meetings



Compensation

- **Base:** \$60,000
- **Bonus:** \$15,000
- **Additional Benefits:**
 - Subsidized Group Health Insurance, Vision, and Dental
 - 401K Program
 - Flexible remote work environment
 - Company provided iPhone and MacBook
 - 23 Days of Company Holidays & Vacation
 - Sick Leave

Disclaimers

This job description may be changed to include new responsibilities and tasks or change existing ones as management deems necessary.