

## **StratMG - Client Solutions Associate**

StratMarketing Group (StratMG – [www.stratmg.com](http://www.stratmg.com)) is a fun marketing services startup venture based out of Warrenville, IL. Our offerings sit at the cross-roads of technology, marketing and analytics primarily servicing the manufacturing industry.

We are looking for an exceptional talent to add to our team. This person will be technically astute and an analytical thinker that enjoys marketing. This person is also comfortable managing multiple projects and capable of communicating with a varying range of technical and non-technical contacts.

### **Responsibilities Include but not limited to:**

- Apply critical thinking and problem-solving skills to fulfill clients' needs and create marketing solutions
- Become a subject matter expert for online marketing tools (i.e. Email Marketing/Marketing Automation Platforms)
- Take a proactive approach to maintain outstanding client relationships
- Utilize project management skills to ensure projects and assigned tasks are delivered on time
- Coordinate multiple projects/clients simultaneously

### **Required Skills:**

- Project and time management skills in an environment where you will be managing several projects/clients – ability to prioritize tasks and meet tight deadlines (comfortable with 40 new emails in your inbox at any given time)
- Must be a quick learner, self-starter - ability to work with minimal supervision in fast-paced environment
- Strong Analytical Skills (problem solver) - ability to apply creative and alternative solutions, anticipate clients needs, and offer custom solutions that fit with their business
- Excellent verbal, written and interpersonal communication skills - ability to communicate well to management and clients who are at different business and technical knowledge levels.
- Software:
  - MS Office Proficient
  - HTML a plus
- College Degree - Emphasis in MIS, Finance or Marketing is a plus