Senior Account Executive / Account Manager

募集職種

人材紹介会社
Advisory Group株式会社

求人ID
1605967

業種
広告・PR

会社の種類
外資系企業

外国人の割合
外国人 半数

雇用形態
正社員

勤務地
東京都 23区

給与
500万円 ~ 800万円

更新日
2026年10月30日 01:00

応募必要条件

職務経験
1年以上

キャリアレベル
中途経験者レベル

英語レベル
ビジネス会話レベル

日本語レベル
ビジネス会話レベル

最終学歴
大学卒： 学士号

現在のビザ
日本での就労許可が必要です

募集要項

Senior Account Executive / Account Manager – Marketing & Advertising

We are looking for experienced marketing and advertising professionals to join a growing international team in Tokyo.

This position is suitable for candidates at Senior Account Executive to Account Manager level who have experience managing clients, coordinating campaigns, and working across internal and external teams.

You will support well-known domestic and global brands across a range of marketing, advertising, digital, content, media, PR, and integrated communication projects.

Key Responsibilities

- Manage day-to-day communication with clients and build strong, trusted relationships
- Understand client objectives and translate them into clear project briefs and marketing solutions
- Coordinate campaigns from planning through execution and reporting
- Work closely with creative, digital, media, production, PR, and external partner teams
- Manage project timelines, deliverables, budgets, and stakeholder expectations
- Prepare proposals, presentations, reports, and campaign updates
- Identify opportunities to expand existing accounts and provide additional value to clients
- Support or lead client meetings, internal discussions, and project reviews
- Ensure projects are delivered on time, within budget, and to a high standard

Requirements

- Experience within marketing, advertising, media, digital, PR, branding, events, or a related industry
- Previous experience in account management, client services, project management, or campaign management
- Strong communication and relationship-building skills
- Ability to manage multiple projects and stakeholders simultaneously
- Organised, proactive, and comfortable working in a fast-paced environment
- Business-level Japanese and English
- Strong presentation and problem-solving skills
- Currently based in Japan with valid working eligibility

Preferred Experience

- Experience working within an advertising agency, marketing agency, media agency, PR agency, or production company
- Experience managing integrated or digital marketing campaigns
- Experience working with international clients or multicultural teams
- Experience preparing proposals, managing budgets, or supporting new business activity
- Knowledge of social media, digital advertising, content production, media planning, or brand strategy

Ideal Candidate

You are a confident and dependable client-services professional who enjoys building relationships and bringing ideas to life.

You are comfortable balancing client expectations with internal priorities, managing several moving parts, and taking ownership of projects from beginning to end.

You will be well suited to this opportunity if you are looking to develop your career within an international marketing environment and work with a diverse range of brands and campaigns.

What You Can Expect

- Opportunities to work with recognised domestic and international brands
- A collaborative and multicultural working environment
- Exposure to a wide range of marketing and advertising projects
- Career development toward Account Manager, Senior Account Manager, or Account Director level
- Opportunities to take ownership of client relationships and major campaigns
- Competitive salary based on experience

スキル・資格

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会社説明