

**Job Title:** Account Manager  
**Company:** Bolt Marketing  
**Location:** Lexington, Kentucky

**About Bolt Marketing:** Bolt Marketing is a full-service marketing agency located in the heart of Lexington, Kentucky. We are passionate about helping small to medium-sized businesses establish a strong online presence and grow their brand. Our services encompass a wide range of marketing fundamentals, including messaging, branding, logos, websites, and more. We believe in combining professionalism with a fun and creative edge to deliver exceptional results for our clients.

**Position Overview:** Bolt Marketing is seeking a highly qualified and motivated Account Manager to join our dynamic team. The ideal candidate will play a pivotal role in managing client relationships and ensuring the successful execution of marketing projects. If you possess top-level project management abilities, exceptional writing and communication skills, an eye for design, and a passion for customer service, we want to hear from you. Experience with SEO campaigns, keyword research, and blogging or social media management is a significant plus.

**Qualifications:**

- Bachelor's degree or higher in marketing, communications, ISC, or a related subject.
- Minimum of 4 years of experience in an agency or as an in-house marketer. ●
- Excellent project management skills.
- Strong writing and communication skills.
- Proficiency in basic design principles.
- Customer service expertise.

**Responsibilities:**

As an Account Manager at Bolt Marketing, you will be responsible for:

- **Project Management:** Managing all aspects of new projects from start to finish, ensuring they meet key milestones and deadlines.
- **Client Liaison:** Serving as the primary point of contact for clients, gathering detailed input on their objectives, and providing key feedback to our internal production team.
- **Quality Assurance:** Ensuring the quality of work meets or exceeds client expectations.
- **Creative Input:** Leveraging your eye for design to contribute creative ideas to client projects.
- **Copywriting:** Writing creative content for brand messaging, websites, blogs, email marketing, storyboards, and more.

**Why Join Bolt Marketing:**

- Collaborative and innovative work environment.
- Opportunities for professional growth and development.

- Engaging and diverse client portfolio.
- Competitive compensation and benefits.
- A chance to be part of a creative team dedicated to making a real impact on our clients' success.
- Flexible work schedule.

If you are a driven professional with a passion for marketing and a desire to work in a creative yet professional environment, we encourage you to apply for the Account Manager position at Bolt Marketing.

To apply, please submit your resume and a cover letter outlining your qualifications and experience.

Bolt Marketing is an equal-opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.