



Avant Aerospace, based in Grapevine, Texas, is a leading provider of spare parts, equipment, tooling, and service solutions for Business and General Aviation, specializing in the Falcon Jet series manufactured by Dassault. The team members of Avant are excited about the future, and this is a terrific opportunity to join a growing organization. Interested individuals should contact Human Resources at [careers@avantaero.com](mailto:careers@avantaero.com). No third parties please.

**JOB TITLE: Account Executive**

**JOB SUMMARY:** Under the direction of the Account Executive, the Account Executive is responsible for all aspects of Customer Service and Sales. This will include the activities of profitably and effectively selling aircraft spares and equipment as well as representing the Company to selected direct customers. The incumbent is also responsible for securing, placing and following up on orders with outside vendors for materials required by customers.

**PRINCIPAL DUTIES/RESPONSIBILITIES (ESSENTIAL FUNCTIONS):**

1. Develop and maintain Avant Aerospace's aviation spares market. Set objectives for sales activities, reviews and analyze program effectiveness.
2. Develop and implement effective sales and marketing plans to ensure maximum contribution to the achievement of the volume and profitability objectives of the Company.
3. Perform follow-up duties to expedite cores from Customers and Repairs/Purchase Orders from Vendors.
4. Be able to identify the individual customer contacts and their role in the account strategy and decision making process. Develop and maintain an effective business relationship with all key customer contacts.
5. Assure proper and timely administration of all processes to include Quotations, Sales orders, Purchase Orders, Credits, AOG reports, Expense reports, Etc.
6. Keep self and other Company personnel informed of the status of account priorities plans and programs in process through regular and indirect communication; on changing conditions, attitudes and requirements in the marketplace; on competitive activity; and on unusual problems or accomplishments which may affect sales results,
7. Organize a daily/weekly/monthly plan to ensure maximum coverage of customers in assigned territory.
8. Remain knowledgeable of the various Federal regulations governing the control and certification necessary to material purchased and/or sold by Avant Aerospace.

9. Contribute to an environment in which all Company personnel are respected regardless of their individual differences and are motivated to improve both their individual and Company contributions to achieve desired business results
10. Other duties may be assigned by management in order to meet company objectives on an as needed basis.

MINIMUM REQUIRED QUALIFICATIONS:

1. Bachelors Degree or equivalent experience
2. 3 - 7 years Corporate Aviation Part Sales Experience
3. 3 - 7 years experience sourcing and procuring Aviation parts and equipment
4. Experience with Aviation inventory control and related computer systems
5. Knowledgeable in all aspects of Customer Service
6. Detail Oriented with strong Work Ethic
7. Advanced Level proficiency in the use of MS OFFICE products, to include EXCEL, ACCESS and WORD
8. Ability to communicate effectively with internal and external customers in a professional manner

ADDITIONAL DESIRED QUALIFICATIONS:

1. Part Sales and/or Mechanical Experience with the Dassault Falcon F50,F900 and F2000
2. Working knowledge of Component Control's Quantum Inventory management system
3. Working knowledge of ACT CRM program

WORKING CONDITIONS:

1. Office environment
2. Some travel is possible
3. Daily Working Hours; After Hours AOG Service
4. Use of personal computers required

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