



## Account Executive

Full-Time (New York, NY)

November 2018

Gryphon Strategies is growing our sales force and seeking a paid full-time sales account executive. Join a diverse team in a start-up environment within a 30-year-old consulting firm. Gryphon Strategies, founded in 1989, specializes in corporate investigations, due diligence, data mining and analytics, litigation support, and fraud investigations. We work for law firms, financial institutions, and corporations who rely on us to conduct investigations, gather intelligence, and protect their interests.

Gryphon continues to evolve, both in terms of the services offered and the personnel we bring into the firm. We are constantly searching for top quality individuals who will continue to help us grow and diversify the business, which in turn creates greater value for our clients and opportunities for our employees. Gryphon looks different than it did 10 years ago, and we expect it will look different 10 years from now as we continue to adapt to changing market conditions, serve our client's needs, and grow the business into the future.

We are constantly seeking to bring intelligent, tenacious, and passionate thinkers and doers onto our team. Ideal candidates are self-starters who love a challenge and are eager to develop an established business. Sales associates work closely with the Managing Directors to promote Gryphon's business offerings to potential clients. Successful employees will market the diverse business offerings of the company through various lead generation techniques and close new sales.

### We will expect you to excel in these ways:

- Identify and maintain a prospective client pipeline
- Close new sales through various sales techniques (i.e., cold calling, advertising pushes, earned media, and social media campaigns)
- Secure meetings for senior management with potential clients
- Help plan, organize, and execute sales campaigns
- Meet or exceed monthly revenue objectives
- Understand and articulate Gryphon Strategies' business offerings, general pricing model, and competitive offerings
- Develop sharable content for the website and/or social media
- Identify opportunities for earned media and client engagement such as speaking engagements for senior management
- Perform other duties as assigned



## We are seeking applicants with the following qualifications/skills:

- BS/BA or equivalent
- Previous service sales experience required, and sales experience for a consulting, investigative, or security firm a plus
- Must be comfortable selling a variety of complex products to sophisticated clients, including law firms and financial institutions
- Ability to multi-task and remain creative in a fast-paced environment
- Meticulous writing and editing skills
- Excellent communications and visualization skills
- Team player with an outgoing personality, but incredibly organized and detail-oriented
- Familiarity with customer relationship management (CRM) platforms a plus
- Familiarity with paid digital advertising, emerging platforms and trends, social media and online analytics tools/platforms a plus
- Experience working with WordPress or Squarespace a plus
- Knowledge of front-end web development languages (e.g., HTML, JavaScript, CSS, D3) or Adobe products a plus

## Why work at Gryphon?

Be part of a culturally, academically, and professionally diverse team working in a collaborative, fast-paced environment. By design, we come from a variety of backgrounds, including but not limited to investigative journalism, economics, compliance, law, area specialists, and financial backgrounds. We are fluent in over thirty languages, which has allowed us to conduct investigations in over 130 jurisdictions to date. Other benefits include:

- Competitive salary plus commission and bonus dependent upon performance
- Excellent benefits including comprehensive health insurance and a 401(k) program with employer matching and profit sharing
- Work/life balance with paid vacation and holidays
- Other benefits such as paid parking, health savings account, and gym reimbursement program

## How to Join Our Team

Please apply at [www.gryphon-strategies.com/our-team/careers](http://www.gryphon-strategies.com/our-team/careers). Gryphon Strategies is an equal opportunity employer and is committed to workplace diversity. Per Article 7, Section 72 of the New York State Department of State Division of Licensing Services Private Investigators Licensing Law, every Gryphon Strategies employee must be a citizen of the United States or an alien lawfully admitted for permanent residence in the United States.

