



Job Posting #:	32BR06232025	Posting Type:	External
Job Title:	Key Account Executive	Grade/Classification:	107/Exempt
Department:	Economic Development and Key Accounts	Location:	Front Royal, VA

JOB DESCRIPTION

OVERVIEW

The Key Accounts Executive will serve as the primary contact for all designated key customers and large power activities, which will encourage business retention, new development and expansions for continued use of Cooperative's energy services.

ROLE AND RESPONSIBILITIES

- Assist with planning, directing and coordinating key accounts and energy services as it pertains to all functions of energy efficiency and demand response services provided by the Cooperative for the benefit and best interests of our energy members, our employees and our communities.
- Provide input and help direct activities, which will guide the development of load profiles, rate strategies, monitoring of wholesale rate structures and the development of unregulated energy strategies.
- Assist with the promotion of REC's energy efficiency initiatives as it relates to the non-residential sector through commercial energy consultation practices.
- Assist in planning, directing, and coordinating Business and Community Development activities through the Cooperative's Key Account Program which will maximize the opportunities that are available for mutually successful business relationships.
- Participate in REC's service territory in local, county, state and regional organizations, which will allow REC to maintain a proactive approach to retention of expanding business development.
- Assure the planning, coordination and implementation of products and services for key members that provide positive results in their continued business success.
- Plan, direct, coordinate, evaluate and monitor all administrative and marketing related policies and procedures to ensure the offering of commercial/Industrial products and services, so that REC will meet the present and future competitive environment of the Cooperative and its owners.
- Develop relationships with business leaders which will demonstrate REC's commitment to business needs into the future.
- Provide maximum service to the membership by rendering prompt, efficient and courteous service that will promote goodwill between the Cooperative and its members.
- Communicate and work with all REC departments to meet the needs of key members.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

Four-year college degree or equivalent in Engineering, Business Administration or a related field required. Background and emphasis is preferred in the energy industry. A minimum of five (5) years' utility experience in working with large commercial/industrial and governmental accounts is preferred. Background in building customer relationships is required.

The ideal candidate must have a working knowledge of electricity and electrical distribution circuits. A general understanding of energy-related electro-technologies and manufacturing processes is preferred. Must have a working knowledge of complex utility rates, contract administration and generally accepted business practices associated with extending courteous and efficient service to key customers. Must possess basic computer skills, to

include a working knowledge of Microsoft Office products, including, but not limited to: Outlook, Excel, Word and PowerPoint as required by job responsibilities.

Must have exceptional listening skills to effectively understand the key member's business operations and needs and be responsive. Must have the ability to work independently and plan, organize and prioritize work schedules. Must have the ability to understand complex business problems from a technical and financial aspect and develop creative solutions to those problems. Must have the ability to coordinate the efforts of all departments within REC to meet the needs of key customers. Must be able to create relationships and partnerships with vendors and contractors that create added value for key customers. Must have the ability to work under pressure to complete projects and accomplish objectives by specified deadlines. Perform other duties as assigned.

Generally regular hours with usual office conditions; however, occasional travel required in the performance of regular responsibilities as well as for educational purposes, which may include overnight trips. Attendance at various seminars and conferences may be required several times per year. Long work hours will be required during storm conditions and times of heavy workload.

HOW TO APPLY

Internal Applicants: Interested parties should submit an internal application via the HR HUB OR resume via rech@myrec.coop.

Applicants: Use our <https://www.myrec.coop/careers> to apply for the opportunity. Please indicate the Job Posting ID# 32BR06232025

Deadline: Monday, July 7th @ 5:00 PM EST

*The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as a complete list of all responsibilities, duties, and skills required of personnel so classified.