Account Manager

About the Role

Myles Audio Visual is seeking a professional and relationship-focused Account Manager to support and grow our venue partnerships and client relationships across Australia.

This role combines client service, event coordination and business development, working closely with venue teams, corporate clients and internal production departments to ensure exceptional service delivery and long-term partnership growth.

You will play a key role in managing client relationships from initial enquiry through to successful event delivery while identifying opportunities to grow accounts and strengthen venue partnerships.

What You'll Be Working On

- Managing venue and corporate client relationships
- Preparing proposals, quotations and event documentation
- Coordinating event requirements with production teams
- Supporting conferences, gala dinners and executive events
- Developing long-term client and venue partnerships
- Assisting with business growth opportunities

What You'll Bring

Client & Communication Skills

- Strong communication and interpersonal skills
- Professional presentation and relationship management abilities
- High attention to detail and organisational skills
- Ability to manage multiple projects and deadlines
- Confidence communicating with corporate and executive clients

Experience

- Previous experience in events, hospitality, AV or account management preferred
- Understanding of corporate event environments advantageous
- Experience using CRM or event management systems beneficial
- Commercial awareness and ability to identify growth opportunities

Development & Support

Myles AV supports ongoing professional development across:

- Event production knowledge

- Venue operations and workflows
- Client management and communication
- Sales and account growth strategies
- Leadership and business development skills

Myles AV Standards

Our Account Managers are trusted representatives of the Myles AV brand and are expected to:

- Deliver exceptional client service
- Communicate professionally and proactively
- Maintain strong relationships with clients and venue partners
- Work collaboratively with operational teams
- Uphold the premium standards associated with Myles AV

Why Join Myles AV

- Work with premium venues and leading brands
- Join a growing national business
- Supportive and collaborative team culture
- Ongoing development and career opportunities
- Exposure to high-end corporate and luxury event environments