



## ACCOUNT MANAGER FARGO, NORTH DAKOTA

### OVERVIEW

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Genovac is seeking individuals who are passionate about the biotech industry and the science behind drug discovery and development to add to its account management team in Fargo, North Dakota. Account Managers serve as the liaison between Genovac clients and lab staff to help manage project scope and ensure expectations (cost, time, and quality) are met. The ideal candidate is outcome-oriented, skilled at collaborating with sales and production team members, and can recognize and fulfill requests made by Genovac's clients.

### RESPONSIBILITIES

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- Possess a thorough understanding of Genovac's capabilities and deliverables.
- Manage day-to-day operational aspects and scope of individual projects.
- Collaborate with internal departments to facilitate client need fulfillment.
- Keep accurate records pertaining to quotes, sales orders and account notes.
- Support regular updating of account revenue forecasts in the Genovac ERP System (NetSuite).
- Support Genovac's sales activities.
- Build long-term relationships with clients based on trust.
- Work with clients to thoroughly understand project requirements and communicate Genovac value.
- Maintain internal and client-facing project timelines.
- Analyze data, prepare presentations, and reports.
- Serve as primary point of contact for clients.
- Ensure project data and documents are complete, current, and stored appropriately.
- Support the management of multiple key accounts in a fast-paced, team-oriented environment.
- Resolve complaints and help work with sales and technical staff to improve processes.
- Other duties as required and/or assigned.

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#### CONTACT US

info@genovac.com  
www.genovac.com

#### EUROPE

Genovac GmbH  
Waltershofener Str. 17  
79111 Freiburg im Breisgau,  
Germany Tel: +49-(0)761-  
45636-0

#### USA & CANADA

Genovac Antibody Discovery LLC  
1810 NDSU Research Circle N, Suite B  
Fargo, ND 58102, USA  
Tel: +1 (701)-551-2770



## PREFERRED EDUCATION & EXPERIENCE

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Exceptionally talented candidates with relevant experience are encouraged to apply, even if your qualifications do not strictly match those outlined below.

- Minimum of B. Sc. degree in Biology (preferable Immune Biology) or Biotechnology
- In-depth understanding of biological (preferably immune biological) and/or biotechnological processes

## REQUIRED SKILLS

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- Ability to effectively communicate, both verbally and in writing
- Fluency in English
- Ability to establish and conduct clear and professional communications with coworkers and clients
- High level of organization and ability to prioritize tasks and allocate resources to achieve company and client objectives
- Self-motivated individual with the ability to prioritize work according to changing priorities, requests, or projects
- Willingness to work in a demanding, client-focused environment, and on occasion, during hours outside the standard workday
- Demonstrate high ethical standards and trustworthiness
- Desire to work in a team-orientated Client Relations environment
- Willingness and passion for continual contribution to process improvement
- Excellent computer skills, particularly in Microsoft Excel

In addition to a current resume, applicants should submit a cover letter that describes their interest in this position and details their relevant qualifications.

Address correspondence to [applications@genovac.com](mailto:applications@genovac.com).

For upfront information and questions please contact:

Dr. Andreas Weise

Senior Account

Manager

[aweise@genovac.com](mailto:aweise@genovac.com)

T | +49-(0)761-45636-12 F | +49-(0)761-45636-29

[www.genovac.com](http://www.genovac.com)

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## What We Offer

We are in a landmark moment in the history of life science, and Genovac is at the center of it. With our commitment to quality, we provide career opportunities that allow employees to grow and succeed, while helping make everybody's lives better.

In this context we offer you an interesting task along with a good salary with a bonus system and an open and friendly working environment that fosters learning and growth. Moreover, employees in Freiburg can enjoy working and living at a particularly attractive location with a wide variety of recreational opportunities.

## About Genovac

Genovac is a contract research and manufacturing organization offering advanced antibody discovery and biologic production solutions. Genovac's proprietary immunization technologies, combined with multiple single cell screening technologies, including Berkeley Lights' Beacon, enable success against the most challenging targets. Since its founding in 1999, Genovac has completed more than 3,500 projects, providing therapeutic antibody drug candidates to clients in North America, Europe, Australia, and Asia. Headquartered in Fargo, North Dakota, Genovac operates discovery and production facilities in Fargo and Freiburg, Germany.

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