

## Order Analyst

### **Company Background**

I-Behavior Inc., a fast paced, growing database marketing services company with offices located in Harrison, NY and Louisville, CO has a great opportunity for an Order Analyst in our Louisville, CO office. ([www.i-behavior.com](http://www.i-behavior.com))

### **Primary Role and Responsibilities:**

The Order Analyst's primary function is the timely and quality completion of an order through coordination with the assigned Account Executives, programming team, modelers and available resources. You will be responsible for assisting Account Executives in development of their accounts.

Essential duties and responsibilities:

- Order Management
- Execution of client mailing specific research
- Review of client campaign results
- Develop and maintain knowledge of client's business
- Attend and participate in client reviews
- Develop and maintain knowledge of I-Behavior products and best practices
- Create and Maintain annual plans and mailing specific recommendations
- Map out modeling strategy with Account Executives and review timelines
- QC models prior to shipment
- Help Account Executives prepare for client meetings
- Travel to industry conference and on-site client meetings as needed

### **Requires:**

Bachelors

Direct Marketing experience

### **Employee Benefit Package**

We offer a competitive compensation and benefits package.

### **To Apply**

Please send resume with salary requirements to: [resumes@i-behavior.com](mailto:resumes@i-behavior.com), list job code **OA81110** in subject line. (please no phone calls)