

REMOTE HCM ACCOUNT EXECUTIVE –  
BUSINESS SALES

BASE SALARY

USD 85000 - USD 115000

DESCRIPTION

HCM Account Executive

Company: Paylocity

Work Mode: Fully Remote

Employment Type: Full-time

Location: Remote (United States)

Salary: \$85,000 – \$115,000 per year

Benefits:

- Medical insurance
- Dental insurance
- Vision insurance
- Life insurance
- Disability insurance
- 401(k) match
- Annual bonus
- Commission plan
- Restricted stock opportunities
- Career development support

Contact Details

Email: [accessibility@paylocity.com](mailto:accessibility@paylocity.com)

About the Position

HIRING ORGANIZATION

Paylocity

EMPLOYMENT TYPE

Full-time

JOB LOCATION

? Remote work from: United States

DATE POSTED

? 08/14/2026

Paylocity is hiring an HCM Account Executive. This is a fully remote sales position. You will work with medium-sized businesses across the Inland Empire territory.

Your main focus will be finding new business opportunities. You will speak with potential clients and present Paylocity's HR and payroll solutions. You will also manage the sales process from prospecting to closing.

### **Key Responsibilities**

- Find new business opportunities.
- Prospect potential clients.
- Schedule client presentations.
- Present Paylocity solutions.
- Prepare sales proposals.
- Follow up with prospects.
- Manage the sales process.
- Collect client documents.
- Support client onboarding.
- Work with internal teams.
- Build broker relationships.
- Develop referral sources.
- Contact existing customers.
- Identify additional service opportunities.
- Attend trade shows.
- Attend conferences.
- Build professional relationships.
- Meet quarterly sales quotas.
- Meet annual sales quotas.
- Maintain high sales activity.

### **Required Qualifications**

A high school diploma or equivalent is required. A college degree is strongly preferred. You should have 3 to 5 years of sales experience.

You should have a proven record of sales success. You should be comfortable in a competitive environment. Strong presentation and communication skills are important.

You should also be able to handle customer objections. Good decision-making skills are needed during the sales process. Strong organization and time management skills are required.

### **Skills**

- B2B Sales
- Account Management
- HCM Sales
- Payroll Software
- HR Software
- Prospecting
- Lead Generation
- Consultative Selling
- New Business Development

- Proposal Presentation
- Negotiation
- Customer Service
- Relationship Building
- Broker Relations
- Sales Pipeline Management
- Objection Handling
- Communication
- Presentation Skills
- Time Management
- Microsoft Office
- Internet Research

## Education

- High school diploma or equivalent required.
- College degree strongly preferred.

## Work Environment

This is a fully remote position. There are no regular in-office requirements.

You must be available five days per week during designated work hours. The company may change work arrangements based on business needs and performance.

The role is connected to the Inland Empire territory. Some driving to prospective client sites may be required.

## Compensation

The base pay range is \$85,000 to \$115,000 per year. The position is also eligible for variable commission. Annual bonuses and restricted stock may also be available.

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## RESPONSIBILITIES

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## SKILLS

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