**Action Plan: Account Managers Sample**

**30 Days:**

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| **Action Plan** | **Assigned To** | **Deadline** |
| Introduce the new account managers to their teams. | Therisa Clarence | July 15, 2025 |
| Orient them about the company’s policies and processes. | Vanessa Pearson | July 30, 2025 |

**60 Days:**

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| **Action Plan** | **Assigned To** | **Deadline** |
| Provide them with training to further improve their management skills. | Therisa Clarence | August 20, 2025 |
| Introduce them to their respective accounts. | Vanessa Pearson | August 30, 2025 |

**90 Days:**

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| **Action Plan** | **Assigned To** | **Deadline** |
| Start the deployment and closely monitor their performance. | Vanessa Pearson | September 25, 2025 |
| Ask feedback from the clients regarding the managers’ service. | Therisa Clarence | September 30, 2025 |