



## JOB POSTING

Station: WDRB-TV/WMYO Form completed by: Kim Bauerla

Category: Sales

Quantity: 1

Title: Account Manager (Mid to Entry Level)

Job Description: WDRB MEDIA in Louisville is seeking an Entry-Level Account Manager. This opportunity can be a great start to a career as an Account Executive in Media Sales. This position is responsible for all inside customer service activity on assigned accounts and works with two outside Account Executives in the preparation of sales proposals and presentations. Training on industry specific software provided.

Benefits: Medical/Dental/Vision/Life/Disability/Matching 401K

Salary/Wage: Negotiable

Position: Full-Time (Full-Time/Contract)

Desired Requirements: 1) Advertising sales or sales coordination experience preferred  
2) College preferred  
2) Strong telephone skills  
3) Ability to prioritize and handle multiple tasks on tight deadlines  
4) Strong written and verbal communications skills  
5) Superior organizational skills required  
6) Microsoft certified or other software certifications

Minimum Requirements: Must be computer literate and proficient in MS Word, Excel and PPT  
Highly organized and motivated  
**TO APPLY:**  
E-mail cover letter and resume to:  
Rick Burrice, Local Sales Manager  
[rburric@wdrb.com](mailto:rburric@wdrb.com)  
WDRB Media is an Equal Opportunity Employer.  
624 W. Muhammad Ali Blvd.  
Louisville, KY 40203

City/State/Country: Louisville, KY (USA)

### **Contact Information**

Name: Rick Burrice

E-mail: rburric@wdrb.com

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Action/Notes: \_\_\_\_\_

Start Posting Date: 02/01/2017