

# HOT JOBS

## Sales Representative \*River Reporter\* REMOTE, Narrowsburg, NY

**Overview:** The River Reporter is searching for a motivated advertising sales representative for a weekly print and digital newspaper. Included with those newspapers are weekly themes and occasional special sections.

The sales representative will sell display ads, manage campaigns, & work with partners on building an ad network & developing sponsorship opportunities. This is a work-at-home job and a great opportunity for anyone requiring location and schedule flexibility.

### **Job responsibilities:**

- Develop new advertising relationships with currently inactive customers
- Actively prospect for new customers and grow existing accounts
- Identify profitable advertising opportunities and sell display and digital advertising in accordance with monthly targets
- Prepare weekly call reports and document all call activity
- Service advertisers by phone or in person by providing concepts of newspaper advertising, accurate marketing data, ideas for advertising campaigns and presentations for long-term commitments to newspaper advertising.
- Deliver advertising or illustration proofs to clients for approval
- Process all correspondence and paperwork related to accounts, including sales contracts

### **Qualifications**

- Strong interpersonal, presentation and communication skills
- Experienced in qualifying leads, prospecting, customer needs evaluations, strategic proposal creation, high closing & retention rate and excellent customer service
- Proficient with Microsoft Excel/Word/PowerPoint. Able to learn proprietary software.
- Must be able to work independently, without constant direct supervision

**Compensation** – performance based. Hourly wage + commission

**Job Types:** Part-time

**Schedule:** Monday to Friday

**Supplemental Pay:** Commission pay

**Education:** High school or equivalent (Preferred)

**Work Location:** Remote

**Apply:** Send resume and letter of intent to [publisher@riverreporter.com](mailto:publisher@riverreporter.com)