

JOB VACANCY ANNOUNCEMENT
Account Executive
JOB # 73-0342

Full-Time, Exempt Position

Posting Date: 03/18/2022

Position Description:

AGM-Nevada, LLC. is seeking an Account Executive to sell advertising for our cluster of stations in Albuquerque, NM. We're a family owned and operated company looking for an outgoing, self-driven individual to sell all aspects and products American General Media has to offer from radio and digital advertisements to promotions and events!

Duties and responsibilities include but are not limited to: Developing new clients, making sales presentations and collects account balances from clients. Writing proposals, contracts and copy. Participating with and/or developing on-going promotions. Providing follow up and service to accounts to ensure customer satisfaction. Representing the company at community events and attending live remote broadcasts and functions. Interacting positively with the public, co-workers, supervisors and managers. Maintaining a professional demeanor and appearance.

Selection Criteria: Two years or more of successful experience working in sales, marketing or with the public. Experience interacting positively with the public, co-workers, supervisors and managers. Outstanding communication and telephone skills. Basic math skills required. Outgoing and motivated personality. Employment history that indicates stability and dependability. Strong follow through and organizational skills. Math skills and ability to pay close attention to detail. Skills to make cold calls, create interest, handle rejection and to seek out client development opportunities. Bilingual (English/Spanish) a plus. Professional demeanor and appearance.

Benefits

- Medical, Dental & Vision Insurance with company contribution
- Ancillary products available
- Employer paid life insurance
- 401K Plan + Company match
- Sick and vacation
- 9 paid holidays per year

Condition of Employment: Must provide reliable transportation. Must be able to obtain and maintain a valid Drivers License and proof of insurance. Must be able to work a flexible work schedule to include evenings and weekends.

Submit resume to: agmneeo@gmail.com

Must reference Job #73-0342

AGM-Nevada, LLC is an EOE