

NOTICE OF VACANCY

Position:	Mountaineer Radio Account Sales Executive
Classification:	Commissioned Sales
Qualifications:	<ul style="list-style-type: none"> • High School Diploma or equivalent, required • Prior experience in sales required. Prior Radio Sales a plus. • Flexible hours, Part Time to Full Time. • Ability to work independently • Detail oriented • Ability to multi task, required • Excellent communication skills • Commitment to the mission of Eastern Oklahoma State College
Responsibilities:	<ul style="list-style-type: none"> • Sell Internet Radio Commercial Spot Advertising • Make Phone and In Person Sales Calls • Work from your home town and surrounding areas • Prepare Contracts, set appointments and make follow up calls. • Collect Ad Copy information • Some driving and walking • Other duties as assigned by supervisor
Length of Assignment:	Contracted Position - Twelve months
Salary:	15% commission and expense allowance based on collected sales
Inquiries:	Trish McBeath Director of Communications and Marketing 918-465-1804
Application:	Submit a letter of application and résumé to: <div style="text-align: center;"> Eastern Oklahoma State College Joyce Bills, Human Resources 1301 West Main Wilburton, OK 74578 </div> <div style="text-align: center;"> E-mail: jbills@eosc.edu Fax: 918.465.4421 Website: www.eosc.edu Phone: 918.465.1777 </div>
Closing Date:	Review of application material will begin immediately; submission of applications encouraged until position is filled.