



Job Opening

Open Date: June 20, 2008 Close Date: Until filled

Position Title: **P/T Promotions/Sales Assistant KKMO 1360am/KDOW 1680am**

Company: **Salem Communications Corporation** is a leading broadcaster serving audiences interested in family-friendly teaching, talk and entertainment content. Salem operates radio stations in 30+ top markets throughout the United States. Salem Radio Network, Salem Radio Representatives, Salem Publishing and Salem Web Network are all a part of our integrated media company. **Salem is an Equal Opportunity employer.**

Position Summary: Assist the Promotions department and Sales Manager in all facets of the operation of the Seattle cluster of radio stations. This is a key position that will enhance promotions for our Hispanic stations sales and assist the Sales manager.

Reports to: Sales Manager

Salary: \$12.50 per hour FLSA: Part-Time/Hourly/Non-exempt

Benefits: *401K *Paid parking

Skills: *Excellent computer skills-Word, Excel, Power Point and other software for preparation of proposals
*Website Maintenance
*Detail oriented- Ability to support sellers in checking their orders and helping interface with the Traffic department.
*Ability to work in a fast-paced, deadline oriented environment.
*Team player
*Bilingual (English/Spanish)
*College degree or relevant work experience
*Knowledge of radio or advertising sales a plus

Personality Traits:

Contact: Jobs@salemradioseattle.com
Fax 206-777-1133
Emails or faxes only
Please provide position title of interest, resume and cover letter