

Sales/ Recruiter Job Description

We are looking for a Recruiter with an exceptional “fundamentals of recruiting” foundation coupled with the capability of executing modern sourcing techniques. This person will be skilled in creating effective search plans to execute against their book of business including when to use more passive recruiting techniques and where to apply active recruiting techniques. While not all searches require it, this person will be fully capable of finding names and lists in order to transition passive candidates through email marketing campaigns and cold calls to active candidates.

Responsibilities include:

- ▶ Procuring sponsorships and endorsements for our publications
- ▶ Using all available resources, including (but not limited to) telemarketing, solicitations, and online inquiries.
- ▶ Working alongside management to create targeted campaigns and initiatives
- ▶ Daily reports and simple accounting

Candidates must be self-starters and be able to work independently. They must possess exceptional communication skills, and have the ability to close a deal. Sales/ telemarketing experience a plus, but not required. We will train the right candidate.

Salary:

Salary is commission-based and varies by performance. Please speak to an administrator for details.