

# ***JOB POSTING BULLETIN***

## **AMERICAN LAWYER MEDIA**

<b>VACANCY NO.:</b>	<b>POSTED:</b>	
<input type="checkbox"/> NEW	<input checked="" type="checkbox"/> REPLACEMENT	
<b>JOB TITLE:</b> Account Executive	<b>DEPARTMENT:</b> Law Firm	
<b>CLASSIFICATION:</b> EXEMPT	<b>STATUS:</b> Full Time	<b>HOURS:</b> 9AM-5:30
<b>LOCATION:</b> Fort Lauderdale Office; 633 South Andrews Ave. Ft Lauderdale FL 33301		
<b># OF POSITIONS OPEN:</b> 1		
<b>BASIC JOB DUTIES:</b> Responsible for selling and servicing Law Firm advertisers, both in person and on the phone, in Broward and Palm Beach counties, working out of the Ft. Lauderdale Office with supervisor based in the Miami Office.		
<b>QUALIFICATIONS:</b> ( <i>EDUCATION, EXPERIENCE, TRAINING, SKILLS</i> )  3+ years outside advertising sales experience. Law firm, legal professional experience preferred, but not required. College degree preferred but not required. Excellent customer service/interpersonal/team skills a must.		
<b>REPORTING RELATIONSHIP:</b>  Position reports to Advertising Director		
<b>OTHER COMMENTS:</b> Must be well organized, self-directed and able to work under the pressure of daily deadlines. Must be flexible, willing to meet specific sales goals, and be a team player. Aggressive and dynamic individuals are highly encouraged to apply.		
<b>CONTACT: STEPHANIE HEMMERICH 305.347.6623</b>		
<b>POSTING STATUS:</b> OPEN	<b>DATE POSITION(S) FILLED:</b>	

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***BULLETIN NO.:***

***ISSUE DATE:***