

**WRLX(FM), WZZR(FM), WLDI(FM), WKGR(FM), WOLL(FM),
WBZT(AM) & WJNO(AM)**

VACANCY DATA FORM

Full-Time Job Title: Sales Coordinator/Assistant	Date Filled: 7/15/2011
Recruitment Source ("RS") Referring Hiree: Rehire/Former Employee (RS #20)	Total Number of Interviewees: 3

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
1.	Clear Channel Clear Careers Website http://clearcareers.clearchannel.com	No	2
2.	Art Institute of Fort Lauderdale – Career Services 1799 SE 17th Street Fort Lauderdale, FL 33316 Contact: Luwin Sanchez Phone: (954) 308-2615 Fax: (954) 525-2602 Email: lsanchez@aia.edu	Yes	0
3.	Hispanic Human Resources Council 1427 S. Congress Avenue West Palm Beach, FL 33406 Contact: Judy Pierman Phone: (561) 641-7400 Fax: (561) 641-3607	Yes	0
4.	Palm Beach State College – Career Center 3160 PGA Blvd. Palm Beach Gardens, FL 33410 Contact: Linda Phone: (561) 207-5350 Website: palmbeachstate.edu	Yes	0
5.	Urban League of Palm Beach 1700 N. Australian Avenue West Palm Beach, FL 33407 Contact: Henry Fuse Phone: (561) 833-1461 / (561) 833-6050 Email: henfuse@aol.com	No	0

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
6.	Bethune Cookman College – Career Planning 640 Dr. Mary McLeod Bethune Blvd. Daytona Beach, FL 32115 Contact: Davita Bonner Phone: (904) 255-1401 Fax: (904) 258-8278 Email: bonnerd@cookman.edu	No	0
7.	Connecticut School of Broadcasting 3450 Northlake Blvd., #110 North Palm Beach, FL 33403 Contact: Harley Rhodes Phone: (561) 847-4126 Fax: (561) 847-4130 Email: csbpalmbeach@gocsb.com / csbpalmbeach@800tvradio.com	Yes	0
8.	Florida A&M University – School of Journalism/ Media 100 St. Union Plaza MLK Blvd. Tallahassee, FL 32307 Contact: Brandi Milton Phone: (904) 599-3000 Fax: (904) 599-3353 Email: brandi.milton@famu.edu, careercenter@famu.edu	No	0
9.	Florida Association of Broadcasters 800 N. Calhoun Street Tallahassee, FL 32303 Contact: Leslie Varn Phone: (850) 681-6444 Fax: (850) 222-3957 Email: lvarn@fab.org	Yes	0
10.	Florida Atlantic University – Career Development 777 Glades Road, SU220 Boca Raton, FL 33431 Contact: James Watson, Jr. Phone: (561) 297-3536 Fax: (561) 297-2740 Website: myinterfase.com/fau.employer	Yes	0
11.	Florida State University – Career Center A4100 University Center Tallahassee, FL 32306-2490 Contact: Sean Collins Phone: (850) 644-6431 / (850) 644-3273 Email: reception@admin.fsu.edu, sep@admin.fsu.edu	No	0

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
12.	Lynn University – Career Development Center 3601 N. Military Trail Boca Raton, FL 33436 Contact: Christine Childers Phone: (561) 237-7287 Fax: (561) 237-7285 Website: lynn.edu/careers , https://www.myinterfase.com/lynn/employer/	Yes	0
13.	University of South Florida – Career Center 4202 E. Fowler Avenue Tampa, FL 33620 Phone: (813) 974-2171 Fax: (813) 974-5332 Website: career.usf.edu	No	0
14.	Florida Career College 6058 Okeechobee Blvd. West Palm Beach, FL 33417 Contact: Kathy Baretela Phone: (561) 689-0550 / (561) 689-0739 Email: kbaretela@careercollege.edu	No	0
20.	Rehire (Former Employee)	No	1
Total Interviewees			3

McMahon, Maureen

From: McMahon, Maureen
Sent: Tuesday, May 17, 2011 09:59
To: 'lsanchez@aii.edu'; 'henfuse@aol.com'; 'bonnerd@cookman.edu'; 'csbpalmbeach@gocsb.com';
'careercenter@famu.edu'; 'lvarn@fab.org'; 'reception@admin.fsu.edu'; 'kbaretela@careercollege.edu'
Subject: Job Posting
Attachments: sourceletterSALES ASST.doc
For Clear Channel Radio West Palm Beach

Maureen McMahon
Executive Assistant / National Sales Assistant to
John Hunt VP/Market Manager
Clear Channel Radio
3071 Continental Drive
West Palm Beach, FL 33407
561.616.6622
561.616.6620 (fax)

05/17/2011



Palm Beaches/Treasure Coast

WKGR 98.7 fm
gater.com

WOLL 105.5 fm
1055online.com

WLDI 95.5 fm
wild955.com

WRLX 92.1 fm
921wrlx.com

WJNO 1290 am
wjno.com

WBZT 1230 am
wbzt.com

3071 Continental Drive
West Palm Beach, FL 33407
Phone: 561-616-6600
Fax: 561-616-6620

May 16, 2011

Ladies/Gentlemen:

Clear Channel Broadcasting, Inc., dba WKGR-FM, WOLL-FM, WLDI-FM, WRLX-FM, WZZR-FM, WJNO-AM and WBZT-AM is currently seeking to fill the following opening:

TITLE:

Sales Assistant

DESCRIPTION:

- Looking for someone to assist our high volume, very active sales department
- Duties include: high quality presentations/proposals, research and lead generation, receiving, entering and confirming orders, collections, copy issues, airchecks, spot times and daily coverage on the switchboard
- Computer literate in Word, Powerpoint and Excel

You are encouraged to refer qualified candidates to us for such opening.

It is our policy to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin, sex, age, disability or any other characteristic protected by law, in all personnel actions. We specifically encourage referral of qualified minority and female applicants.

Persons interested in submitting an application for the position identified above should contact the following person:

Clear Channel Broadcasting, Inc.
3071 Continental Drive
West Palm Beach, FL 33407
Attn: Maureen McMahon
(561) 616-6600 / (561) 616-6620 fax

Thank you for your assistance. If you know of any other organization, which may be of assistance in our equal employment opportunity effort, we would appreciate you forwarding that information to us.

Sincerely,

Maureen McMahon
EEO Administer



Palm Beaches/Treasure Coast

WKGR 98.7 fm
gater.com

WOLL 105.5 fm
1055online.com

WLDI 95.5 fm
wild955.com

WRLX 92.1 fm
921wrlx.com

WJNO 1290 am
wjno.com

WBZT 1230 am
wbzt.com

May 16, 2011

Hispanic Human Resources Council
1427 S. Congress Avenue
West Palm Beach, FL 33406

Ladies/Gentlemen:

Clear Channel Broadcasting, Inc., dba WKGR-FM, WOLL-FM, WLDI-FM, WRLX-FM, WZZR-FM, WJNO-AM and WBZT-AM is currently seeking to fill the following opening:

TITLE:

Sales Assistant

DESCRIPTION:

- Looking for someone to assist our high volume, very active sales department
- Duties include: high quality presentations/proposals, research and lead generation, receiving, entering and confirming orders, collections, copy issues, airchecks, spot times and daily coverage on the switchboard
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You are encouraged to refer qualified candidates to us for such opening.

It is our policy to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin, sex, age, disability or any other characteristic protected by law, in all personnel actions. We specifically encourage referral of qualified minority and female applicants.

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Clear Channel Broadcasting, Inc.
3071 Continental Drive
West Palm Beach, FL 33407
Attn: Maureen McMahon
(561) 616-6600 / (561) 616-6620 fax

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Sincerely,

Maureen McMahon
EEO Administer

3071 Continental Drive
West Palm Beach, FL 33407
Phone: 561-616-6600
Fax: 561-616-6620



PALM BEACH STATE COLLEGE

CAREER CENTER

Post a Position

Enter/edit information about your organization and the position you are offering in the spaces provided. Please note that any changes you make here to your contact information will not change your contact record our office uses. To change that record use the update contact profile off the main menu.

* Denotes a required field

Your Organization Information

Organization	Clear Channel Broadcasting, Inc.	
Division		
Industry *	Communications	
Salutation	Ms.	
First Name *	Maureen	
Last Name *	Woods	<input type="checkbox"/> (Click this box to block out full name and title)
Title *	EEO Administrator	
Address Line 1 *	3071 Continental Drive	<input type="checkbox"/> (Click this box to block out the full address)
Address Line 2		
City *	West Palm Beach	
State *	FL	
Zip Code *	33407	
Country	USA	
Phone *	561-616-6622	<input type="checkbox"/> (Click this box to block out the phone)
Fax	561-616-6620	<input type="checkbox"/> (Click this box to block out the fax)
Email *	maureenmcmahon@clearchannel.com	<input type="checkbox"/> (Click this box to block out the email)
Website	www.clearchannel.com	<input type="checkbox"/> (Click this box to block out the web)

Position Information

Title *	Sales Assistant	
Position Type *	Paid Position	
Career Field *	Administrative Support	
Deadline Date	06/30/2011	(Date by which responses should be submitted)
End Date	06/30/2011	(For temporary positions, this is the date that the position ends)
Available positions	1	
Salary *	salary	

Salary Period Bi-Weekly

Hours per week

☐ I would like students/alumni to submit their resumes to this position for my later review at this web site.

Position Description *

Looking for someone to assist Account Executives with support duties for handling high volume of radio airtime sales of represented stations to advertising agencies and local clients. Duties include: proposals, research, leads, receiving, entering and confirming orders, collections, copy issues, airchecks, spot times and daily coverage on the switchboard. Email resume to: maureenmcmahon@clearchannel.com EEO

Qualification Skills *

Must be an excellent communicator. Ability to handle multiple tasks at once and prioritize workload. Must be detailed oriented with strong organizational skills. Ability to troubleshoot and resolve discrepancies. Being a team player is important to be successful in this position. Must be computer literate in Word, Powerpoint and Excel and have willingness to learn new industry related programs. Ability to work under pressure and deadlines.

Organization Profile *

Headquartered in San Antonio, Texas with more than 30,000 employees in 66 countries. Clear Channel operates over 800 radio stations reaching more than 110 million listeners every week across all 50 states. With international partners, owns and operates more than 240 radio stations in Australia, Mexico and New Zealand. Premiere Radio Networks syndicates more than 90 radio programs to over 5,000 stations reaching 190 million listeners a week. The Katz Media Group is the largest media representation firm in the U.S. representing more than 2,600 radio stations and 400 television stations.

Select Keywords:

Please complete all the items below.

To select multiple keywords, hold down the control key (command key on Macs).

Job Type *

Temporary
Part-time
Full-time
On-Campus PBSC Job

Location of Job

Belle Glade, Pahokee, Clewiston
Central PB County
North PB County
Western PB County
South PB County
North Broward County
Martin County
Dade County
St. Lucie County
All other FL counties

How to apply

Telephone
Apply in person
E-mail resume
Fax Resume
Mail resume
Organization's Website

**Please read the following terms and conditions carefully before using this site. By clicking
Submit at the bottom of the screen you agree to these terms**

- I certify that I represent an equal opportunity employer complying with all state and federal laws granting rights to applicants offering employment without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, or any other characteristic protected by law.
- All job listings are posted and/or approved at the discretion of Career Center staff. We reserve the right to reject job postings that appear to be fraudulent or 'scams,' or positions that discriminate against a protected class, or characteristic, according to federal or state law.
- All organization listings positions with the Career Centers are expected to work within a framework of professionally accepted recruiting, interviewing and selection techniques as stipulated in the NACE Principles for Professional Practice. We reserve the right to deny access to our online job listing system and/or on-campus recruiting to any employers we determine have not conducted their recruiting efforts ethically.

If you agree to the above statements, please click on the "submit" button below. If you do not agree, click 'cancel'

Submit this New Position

Cancel

If you have questions or comments, please [e-mail us](#) or, call the Career Center closest to you,
Lake Worth - 868-3066, Boca Raton - 862-4325, Palm Beach Gardens - 207-5350, Belle Glade - 993-1182.



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Viewing Job: 16859/Sales Assistant

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[Contact Information](#)

[Posting Information](#)

Position Information

[\[Edit\]](#)

To update information in the 3 sections below, click the Edit button in each section. Required fields are indicated by an *. The Posting Information Section below contains important fields. Please read carefully.

***Job ID:** 16859

***Job Title:** Sales Assistant

Organization Name: Clear Channel Broadcasting, Inc.

No of Openings: 1

Hours per Week: 40

***Is this job paid or unpaid?:** Paid

***Wage/Salary :** salary

***Start Date:** asap

***End Date:** 6/30/2011

Supervisor:

***Job Description:** Looking for someone to assist Account Executives with support duties for handling high volume of radio airtime sales of represented stations to advertising agencies and local clients. Duties include: proposals, research, leads, receiving, entering and confirming orders, collections, copy issues, airchecks, spot times and daily coverage on the switchboard. EEO

Qualifications: Must be an excellent communicator. Ability to handle multiple tasks at once and prioritize workload. Must be detailed oriented with strong organizational skills. Ability to troubleshoot and resolve discrepancies. Being a team player is important to be successful in this position. Must be computer literate in Word, Powerpoint and Excel and have willingness to learn new industry related programs. Ability to work under pressure and deadlines.

***Application Instructions:** Email resume to: maureenmcmahon@clearchannel.com

Online Application Address:

Contact Information

[\[Edit\]](#)

First Name: Maureen

Middle Initial:

Last Name: McMahon

***Address Line 1:** 3071 Continental Drive

Address Line 2:

***City:** West Palm Beach

***State:** FL

Zip: 33407

Map to Address Above: [Online Map](#)

Phone: 561-616-6600

***Fax:** 561-616-6620

***Email:** maureenmcmahon@clearchannel.com

Website:

Posting Information

[\[Edit\]](#)

Job Industry: Communications/Media

Job Location: Palm Beach County

Position Type: Full-time

Applicant Type:

Minimum GPA:

Citizenship:

***Graduation Start :**

***Graduation End :**

***Class Standing:** Alumnus/a

***Degrees:** Bachelors Degree

***Majors:** College of Business


College of Education

College of Engineering and Computer Sciences

Dorothy F. Schmidt College of Arts and Letters

Harriet L. Wilkes Honors College

Undeclared

Screen Applicant Types: Yes
Screen Minimum GPA: No
Screen Citizenship: No
*Screen Graduation Range: No
*Screen Class Standing: No
*Screen Degrees: No
*Screen Majors: No
*Post Date: 5/17/2011
*Expiration Date: 6/30/2011
*Show Contact Info: Yes
Allow Online Referrals  : Yes



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Page Functions

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I want to...

* Report a Hire

Viewing Job: 4351/Sales Assistant

Profile View

Position Information

Contact Information

Posting Information

[Edit]

Position Information

To update information in the 3 sections below, click the Edit button in each section. Required fields are indicated by an *. The Posting Information Section below contains important fields. Please read carefully.

*Job ID: 4351

*Job Title: Sales Assistant

Job Reference Num:

Organization Name: Clear Channel Radio

No of Openings: 1

Work Schedule:

Hours per Week: 40

Wage/Salary: salary

Employment Start Date: asap

Employment End Date: 6/30/2011

Supervisor:

*Job Description: Looking for someone to assist Account Executives with support duties for handling high volume of radio airtime sales of represented stations to advertising agencies and local clients. Duties include: proposals, research, leads, receiving, entering and confirming orders, collections, copy issues, airchecks, spot times and daily coverage on the switchboard.

Must be an excellent communicator. Ability to handle multiple tasks at once and prioritize workload. Must be detailed oriented with strong organizational skills. Ability to troubleshoot and resolve discrepancies. Being a team player is important to be successful in this position. Must be computer literate in Word, Powerpoint and Excel and have willingness to learn new industry related programs. Ability to work under pressure and deadlines. EEO

Qualifications:

Application Instructions: Email resume to: maureenmcmahon@clearchannel.com

Online Application Address:

Contact Information

[Edit]

First Name: Maureen

Middle Initial:

Last Name: McMahon

Address Line 1: 3071 Continental Drive

Address Line 2:

City: West Palm Beach

State: FL

Zip: 33407

Map to Address Above: [Online Map](#)

Phone: 561-616-6600

Fax: 561-616-6620

Email: maureenmcmahon@clearchannel.com

Website:

Posting Information

[Edit]

Job Location: West Palm Beach

Position Type: Full-time

*Applicant Type: Full-time

Minimum GPA:

Citizenship:

Graduation Start:

Graduation End:

Classification:

Degrees:

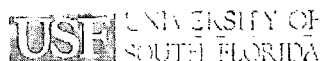
*Majors: Business

Business and Management

Education and Human Services

Screen Applicant Types: No

Screen Minimum GPA: No
Screen Citizenship: No
Screen Graduation Range: No
Screen Classification: No
Screen Degrees: No
Screen Majors: No
*Post Date: 5/17/2011
*Expiration Date: 7/16/2011
Show Contact Info: No
Allow Online Referrals: No



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Viewing Job: 31606/Sales Assistant

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Position Information

[\[Edit\]](#)

Steps To Completing a Job Posting:

1. **Enter Position Information** -- Job Title, No. of Openings, & Job Description.
2. **Enter/Verify Contact Information** -- The user/employer entering the data will automatically be the Contact for the job posting. If this is not the case, enter the correct information in the Contact Information Section.
3. **Enter Posting Information** -- Here is where you set the criteria for the student applicants you are searching for and also for defining how long your job posting will be active on the online job listings.
4. **To archive/inactivate a job listing** - scroll down to 'Posting Information.' Click on 'Edit.' Scroll down to 'Post End Date.' Type in current date. Click 'Save.'

If you have just entered a new job posting, complete Steps 2 and 3 above by clicking [\[Edit\]](#) and completing the **Contact Information** and **Posting Information** sections below. Please read carefully, required fields are marked by an *.

[\[Required Fields Help\]](#)

*Job ID: 31606

*Job Title: Sales Assistant

Job Reference Num:

Organization Name : Clear Channel Radio

*No of Openings: 1

Work Schedule:

Hours per Week: 40

*Wage/Salary: salary

Job Start Date: asap

Job End Date: 6/30/2011

Supervisor:

*Job Description: Looking for someone to assist Account Executives with support duties for handling high volume of radio airtime sales of represented stations to advertising agencies and local clients. Duties include: proposals, research, leads, receiving, entering and confirming orders, collections, copy issues, airchecks, spot times and daily coverage on the switchboard.

Must be an excellent communicator. Ability to handle multiple tasks at once and prioritize workload. Must be detailed oriented with strong organizational skills. Ability to troubleshoot and resolve discrepancies. Being a team player is important to be successful in this position. Must be computer literate in Word, Powerpoint and Excel and have willingness to learn new industry related programs. Ability to work under pressure and deadlines. EEO

Qualifications:

Application Instructions: Email resume to: maureenmcmahon@clearchannel.com

Contact Information

[\[Edit\]](#)

First Name: Maureen

Middle Initial:

Last Name: McMahon

Address Line 1: 3071 Continental Drive

Address Line 2:

City: West Palm Beach

State: FL

Zip: 33407

Map to Address Above: [Online Map](#)

Phone: 561-616-6600

Fax: 561-616-6620

Email: maureenmcmahon@clearchannel.com

Website:

Posting Information

[\[Edit\]](#)

Job Location: West Palm Beach

Job Category: Administrative/Support Services

Position Type: Full-time, Degreed

Applicant Type:

Minimum GPA:
Citizenship:
Graduation Start:
Graduation End:
Classification:
Degrees:
Majors:
Screen Applicant Types: Yes
Screen Minimum GPA: No
Screen Citizenship: No
Screen Graduation Range: No
Screen Classification: No
Screen Degrees: No
Screen Majors: No
***Post Start Date:** 5/17/2011
***Post End Date:** 6/30/2011
***Show Contact Info:** Yes
***Allow Online Referrals:** Yes

**WRLX(FM), WZZR(FM), WLDI(FM), WKGR(FM), WOLL(FM),
WBZT(AM) & WJNO(AM)**

VACANCY DATA FORM

Full-Time Job Title: Account Executive (2)	Total Number of Interviewees: 2
Date Filled and Recruitment Source ("RS") Referring Hiree: 9/6/2011 Non-Employee Referral (RS #16)	
9/12/2011 Clear Careers (RS #1)	

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
1.	Clear Channel Clear Careers Website http://clearcareers.clearchannel.com	No	1
2.	Art Institute of Fort Lauderdale – Career Services 1799 SE 17th Street Fort Lauderdale, FL 33316 Contact: Luwin Sanchez Phone: (954) 308-2615 Fax: (954) 525-2602 Email: lsanchez@aia.edu	Yes	0
3.	Hispanic Human Resources Council 1427 S. Congress Avenue West Palm Beach, FL 33406 Contact: Judy Pierman Phone: (561) 641-7400 Fax: (561) 641-3607	Yes	0
4.	Palm Beach State College – Career Center 3160 PGA Blvd. Palm Beach Gardens, FL 33410 Contact: Linda Phone: (561) 207-5350 Website: palmbeachstate.edu	Yes	0
5.	Urban League of Palm Beach 1700 N. Australian Avenue West Palm Beach, FL 33407 Contact: Henry Fuse Phone: (561) 833-1461 / (561) 833-6050 Email: henfuse@aol.com	No	0

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
6.	Bethune Cookman College – Career Planning 640 Dr. Mary McLeod Bethune Blvd. Daytona Beach, FL 32115 Contact: Davita Bonner Phone: (904) 255-1401 Fax: (904) 258-8278 Email: bonnerd@cookman.edu	No	0
7.	Connecticut School of Broadcasting 3450 Northlake Blvd., #110 North Palm Beach, FL 33403 Contact: Harley Rhodes Phone: (561) 847-4126 Fax: (561) 847-4130 Email: csbpalmbeach@gocsb.com / csbpalmbeach@800tvradio.com	Yes	0
8.	Florida A&M University – School of Journalism/ Media 100 St. Union Plaza MLK Blvd. Tallahassee, FL 32307 Contact: Brandi Milton Phone: (904) 599-3000 Fax: (904) 599-3353 Email: brandi.milton@famu.edu, careercenter@famu.edu	No	0
9.	Florida Association of Broadcasters 800 N. Calhoun Street Tallahassee, FL 32303 Contact: Leslie Varn Phone: (850) 681-6444 Fax: (850) 222-3957 Email: lvarn@fab.org	Yes	0
10.	Florida Atlantic University – Career Development 777 Glades Road, SU220 Boca Raton, FL 33431 Contact: James Watson, Jr. Phone: (561) 297-3536 Fax: (561) 297-2740 Website: myinterfase.com/fau.employer	Yes	0
11.	Florida State University – Career Center A4100 University Center Tallahassee, FL 32306-2490 Contact: Sean Collins Phone: (850) 644-6431 / (850) 644-3273 Email: reception@admin.fsu.edu, sep@admin.fsu.edu	No	0

RS#	RS Information	Source Entitled to Vacancy Notification?	Number of Interviewees Referred by RS for the Full-Time Vacancy
12.	Lynn University – Career Development Center 3601 N. Military Trail Boca Raton, FL 33436 Contact: Christine Childers Phone: (561) 237-7287 Fax: (561) 237-7285 Website: lynn.edu/careers , https://www.myinterfase.com/lynn/employer/	Yes	0
13.	University of South Florida – Career Center 4202 E. Fowler Avenue Tampa, FL 33620 Phone: (813) 974-2171 Fax: (813) 974-5332 Website: career.usf.edu	No	0
14.	Florida Career College 6058 Okeechobee Blvd. West Palm Beach, FL 33417 Contact: Kathy Baretela Phone: (561) 689-0550 / (561) 689-0739 Email: kbaretela@careercollege.edu	No	0
16.	Non-Employee Referral	No	1
Total Interviewees			2

Job Posting Editor

You are about to update the following job posting. Click the 'Finish' button to finish or 'Back' to make any necessary changes.

Job Title: ACCOUNT EXECUTIVE - RADIO WEST PALM BEACH

Division: Radio

Job Category: Sales

Internal Post Date: 07/21/2011

Is Blind: No

External Post Date: 07/21/2011

Num. Positions: 1

Expiration Date: 09/30/2011

Alternate Contact:

Country: United States

State: Florida

City: West Palm Beach

Job Description: Clear Channel Radio West Palm Beach is looking for Account Executives. If you are a disciplined self starter with a strong professional image and a "need to succeed" consider building a career in advertising sales. Duties include: collections, management of accounts to produce positive results for advertisers and enhancing the radio stations revenue and profitability. EEO

Job Requirements: Computer literacy and outstanding marketing/presentation skills are required.

Edu. Requirements: HS/GED, College Degree strongly preferred

Benefits: Medical, Dental, Vision, Life, ESSP, 401k, EAP, Paid Vacation and Sick Leave

Job Status: Full-Time

Career Level: mid level

Salary:

Screening Questions:

Recruiters:

[Back](#) [Finish](#)

McMahon, Maureen

From: McMahon, Maureen

Sent: Thursday, July 21, 2011 10:40

To: 'lsanchez@aii.edu'; 'henfuse@aol.com'; 'bonnerd@cookman.edu'; 'csbpalmbeach@gocsb.com';
'careercenter@famu.edu'; 'lvarn@fab.org'; 'reception@admin.fsu.edu'; 'kbaretela@careercollege.edu'

Subject: Job Postings

Attachments: sourceletterAE.doc; sourceletterDIGITAL SALES MGR.doc

For West Palm Beach location. Thanks.

Maureen McMahon
Executive Assistant / National Sales Assistant to
John Hunt VP/Market Manager
Clear Channel Radio
3071 Continental Drive
West Palm Beach, FL 33407
561.616.6622
561.616.6620 (fax)



Palm Beaches/Treasure Coast

WKGR 98.7 fm
gater.com

WOLL 105.5 fm
1055online.com

WLDI 95.5 fm
wild955.com

WRLX 92.1 fm
921wrlx.com

WZZR 94.3 fm
wzzr.com

WJNO 1290 am
wjno.com

WBZT 1230 am
wbzt.com

3071 Continental Drive
West Palm Beach, FL 33407
Phone: 561-616-6600
Fax: 561-616-6620

July 21, 2011

Ladies/Gentlemen:

Clear Channel Broadcasting, Inc., dba WKGR-FM, WOLL-FM, WLDI-FM, WRLX-FM, WZZR-FM, WJNO-AM and WBZT-AM is currently seeking to fill the following opening:

TITLE:

Account Executive

DESCRIPTION:

- Sales Experience
- Marketing/Presentation Skills
- Bilingual in Spanish a plus

You are encouraged to refer qualified candidates to us for such opening.

It is our policy to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin, sex, age, disability or any other characteristic protected by law, in all personnel actions. We specifically encourage referral of qualified minority and female applicants.

Persons interested in submitting an application for the position identified above should contact the following person:

Clear Channel Broadcasting, Inc.
3071 Continental Drive
West Palm Beach, FL 33407
Attn: Mike Scott
(561) 616-6600 / (561) 616-6620 fax

Thank you for your assistance. If you know of any other organization, which may be of assistance in our equal employment opportunity effort, we would appreciate you forwarding that information to us.

Sincerely,

Maureen McMahon
EEO Administer



Palm Beaches/Treasure Coast

WKGR 98.7 fm
gater.com

WOLL 105.5 fm
1055online.com

WLDI 95.5 fm
wild955.com

WRLX 92.1 fm
921wrlx.com

WZZR 94.3 fm
wzzr.com

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July 21, 2011

Hispanic Human Resource Council
1427 S. Congress Avenue
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Attn: Judy Pierman

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**PALM BEACH STATE
COLLEGE****CAREER CENTER**

Post a Position

Enter/edit information about your organization and the position you are offering in the spaces provided. Please note that any changes you make here to your contact information will not change your contact record our office uses. To change that record use the update contact profile off the main menu.

** Denotes a required field*

Your Organization Information

Organization	Clear Channel Broadcasting, Inc.	
Division		
Industry	Communications	
Salutation	Ms.	
First Name *	Maureen	
Last Name *	Woods	<input type="checkbox"/> (Click this box to block out full name and title)
Title *	EEO Administrator	
Address Line 1 *	3071 Continental Drive	<input type="checkbox"/> (Click this box to block out the full address)
Address Line 2		
City	West Palm Beach	
State	FL	
Zip Code	33407	
Country	USA	
Phone	561-616-6622	<input type="checkbox"/> (Click this box to block out the phone)
Fax	561-616-6620	<input type="checkbox"/> (Click this box to block out the fax)
Email	maureenmcmahon@clearchannel.com	<input type="checkbox"/> (Click this box to block out the email)
Website	www.clearchannel.com	<input type="checkbox"/> (Click this box to block out the web)

Position Information

Title	Account Executive	
Position Type *	Paid Position	
Career Field	Marketing & Sales	
Deadline Date	9/30/2011	(Date by which responses should be submitted)
End Date	9/30/2011	(For temporary positions, this is the date that the position ends)
Available positions	4	
Salary	draw/commission	

Salary Period Bi-Weekly

Hours per week

☐ I would like students/alumni to submit their resumes to this position for my later review at this web site.

Position Description *

Clear Channel West Palm Beach is looking for Account Executives. If you are a disciplined self starter with a strong professional image and a "need to succeed" consider building a career in advertising sales. Duties include: collections, management of accounts to produce positive results for advertisers and enhancing the radio stations revenue and profitability. EEO

Qualification Skills *

Computer literacy and outstanding marketing/presentation skills required

Organization Profile *

Headquartered in San Antonio, Texas with more than 30,000 employees in 66 countries. Clear Channel operates over 800 radio stations reaching more than 110 million listeners every week across all 50 states. With international partners, owns and operates more than 240 radio stations in Australia, Mexico and New Zealand. Premiere Radio Networks syndicates more than 90 radio programs to over 5,000 stations reaching 190 million listeners a week. The Katz Media Group is the largest media representation firm in the U.S. representing more than 2,600 radio stations and 400 television stations.

Select Keywords:

Please complete all the items below.

To select multiple keywords, hold down the control key (command key on Macs).

Job Type *

Temporary
Part-time
Full-time
On-Campus PBSC Job

Location of Job

Belle Glade, Pahokee, Clewiston
Central PB County
North PB County
Western PB County
South PB County
North Broward County
Martin County
Dade County
St. Lucie County
All other FL counties

How to apply

Telephone
Apply in person
E-mail resume
Fax Resume
Mail resume
Organization's Website

Please read the following terms and conditions carefully before using this site. By clicking Submit at the bottom of the screen you agree to these terms

- I certify that I represent an equal opportunity employer complying with all state and federal laws granting rights to applicants offering employment without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, or any other characteristic protected by law.
- All job listings are posted and/or approved at the discretion of Career Center staff. We reserve the right to reject job postings that appear to be fraudulent or 'scams,' or positions that discriminate against a protected class, or characteristic, according to federal or state law.
- All organization listings positions with the Career Centers are expected to work within a framework of professionally accepted recruiting, interviewing and selection techniques as stipulated in the NACE Principles for Professional Practice. We reserve the right to deny access to our online job listing system and/or on-campus recruiting to any employers we determine have not conducted their recruiting efforts ethically.

If you agree to the above statements, please click on the 'submit' button below. If you do not agree, click 'cancel'

Submit this New Position

Cancel

If you have questions or comments, please [e-mail us](#) or, call the Career Center closest to you,
Lake Worth - 868-3066, Boca Raton - 862-4325, Palm Beach Gardens - 207-5350, Belle Glade - 993-1182.



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[Profile View](#) | [Position Information](#) | [Contact Information](#) | [Posting Information](#)
Position Information[\[Edit\]](#)

To update information in the 3 sections below, click the Edit button in each section. Required fields are indicated by an *. The Posting Information Section below contains important fields. Please read carefully.

Job ID:** 17263Job Title:** Account Executive**Organization Name:** Clear Channel Broadcasting, Inc.**No of Openings:** 4**Hours per Week:*****Is this job paid or unpaid?:** Paid***Wage/Salary:** draw/commission***Start Date:** asap***End Date:** 9/30/2011**Supervisor:**

***Job Description:** Clear Channel West Palm Beach is looking for Account Executives. If you are a disciplined self starter with a strong professional image and a "need to succeed" consider building a career in advertising sales. Duties include: collections, management of accounts to produce positive results for advertisers and enhancing the radio stations revenue and profitability. EEO

Qualifications: Computer literacy and outstanding marketing/presentation skills required***Application Instructions:** email resume to maureenmcmahon@clearchannel.com**Online Application Address:****Contact Information**[\[Edit\]](#)**First Name:** Maureen**Middle Initial:****Last Name:** McMahon***Address Line 1:** 3071 Continental Drive**Address Line 2:*****City:** West Palm Beach***State:** FL**Zip:** 33407**Map to Address Above:** [Online Map](#)**Phone:** 561-616-6600***Fax:** 561-616-6620***Email:** maureenmcmahon@clearchannel.com**Website:****Posting Information**[\[Edit\]](#)**Job Industry:** Advertising/Marketing**Job Location:****Position Type:** Full-time**Applicant Type:****Minimum GPA:****Citizenship:*****Graduation Start:*****Graduation End:*****Class Standing:** Alumnus/a***Degrees:** Bachelors Degree***Majors:** College of Business

College of Education


College of Engineering and Computer Sciences

Dorothy F. Schmidt College of Arts and Letters

Harriet L. Wilkes Honors College

Undeclared

Screen Applicant Types: Yes**Screen Minimum GPA:** No**Screen Citizenship:** No

*Screen Graduation Range: No
*Screen Class Standing: No
*Screen Degrees: No
*Screen Majors: No
*Post Date: 7/21/2011
*Expiration Date: 9/30/2011
*Show Contact Info: Yes
Allow Online Referrals  : Yes



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Page Functions

View Activity

Viewing Job: 4444/Account Executive

Profile View Position Information Contact Information Posting Information

[Edit]

Calendar

Resource Library

Position Information

To update information in the 3 sections below, click the Edit button in each section. Required fields are indicated by an *. The Posting Information Section below contains important fields. Please read carefully.

I want to...

Report a Hire

*Job ID: 4444

*Job Title: Account Executive

Job Reference Num:

Organization Name: Clear Channel Radio

No of Openings: 4

Work Schedule:

Hours per Week:

Wage/Salary: draw/commission

Employment Start Date: asap

Employment End Date: 9/30/2011

Supervisor:

Job Description: Clear Channel West Palm Beach is looking for Account Executives. If you are a disciplined self starter with a strong professional image and a "need to succeed" consider building a career in advertising sales. Duties include: collections, management of accounts to produce positive results for advertisers and enhancing the radio stations revenue and profitability. EEO

Qualifications: Computer literacy and outstanding marketing/presentation skills required

Application Instructions: email resume to maureenmcmahon@clearchannel.com

Online Application Address:

[Edit]

Contact Information

First Name: Maureen

Middle Initial:

Last Name: McMahon

Address Line 1: 3071 Continental Drive

Address Line 2:

City: West Palm Beach

State: FL

Zip: 33407

Map to Address Above: [Online Map](#)

Phone: 561-616-6600

Fax: 561-616-6620

Email: maureenmcmahon@clearchannel.com

Website:

[Edit]

Posting Information

Job Location: West Palm Beach

Position Type: Full-time

*Applicant Type: Full-time

Minimum GPA:

Citizenship:

Graduation Start:

Graduation End:

Classification:

Degrees:

*Majors: Business
Business and Management
Hospitality Management
International Communications

Screen Applicant Types: No

Screen Minimum GPA: No

Screen Citizenship: No

Screen Graduation Range: No

Screen Classification: No

Screen Degrees: No
Screen Majors: No
*Post Date: 7/21/2011
*Expiration Date: 9/19/2011
Show Contact Info: No
Allow Online Referrals: No

**WRLX(FM), WZZR(FM), WLDI(FM), WKGR(FM), WOLL(FM),
WBZT(AM) & WJNO(AM)**

JOB VACANCY DATA FORM

Job Title: 1. WZZR Mid Day Talent	Date Filled: 10-1-11
Recruitment Source Referring Hiree: Rehire (Former Employee)	Total Number of Interviewees: See description

MEMORANDUM

TO: Files

DATE: October 2011

RE: Circumstances concerning hire of Mid-Day Air Talent WZZR

To fill the Mid-Day Air Talent WZZR position on October 1, 2011, this station employment unit ("SEU") did not widely disseminate vacancy notices because the individual hired had previously worked at the same station as the Mid-Day Air Talent before her employment was terminated due to a reduction in force. When funds became available again, it was clear to SEU management that the position should be filled with a local talent who was well known to the station's audience and understood the format. Further, our SEU had to move quickly as our former employee was being recruited by the competition.

**WRLX(FM), WZZR(FM), WLDI(FM), WKGR(FM), WOLL(FM),
WBZT(AM) & WJNO(AM)**

JOB VACANCY DATA FORM

Job Title: 2. Account Executive		Date Filled: 10-5-11	
Recruitment Source Referring Hiree: Employee Referral		Total Number of Interviewees: 4	
RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over reporting period
1	Clear Channel Clear Careers Website http://clearcareers.clearchannel.com	No	1
2	Art Institute of Fort Lauderdale – Career Services 1799 SE 17th Street Fort Lauderdale, FL 33316 Contact: Luwin Sanchez Phone: (954) 308-2615 Fax: (954) 525-2602 Email: lsanchez@aii.edu	Yes	
3	Hispanic Human Resources Council 1427 S. Congress Avenue West Palm Beach, FL 33406 Contact: Judy Pierman Phone: (561) 641-7400 Fax: (561) 641-3607	Yes	
4	Palm Beach State College – Career Center (formerly Palm Beach Community College) 3160 PGA Blvd. Palm Beach Gardens, FL 33410 Contact: Linda Phone: (561) 207-5350 Website: palmbeachstate.edu	Yes	

5	Urban League of Palm Beach 1700 N. Australian Avenue West Palm Beach, FL 33407 Contact: Henry Fuse Phone: (561) 833-1461 / (561) 833-6050 Email: henfuse@aol.com	No	
6	Bethune Cookman College – Career Planning 640 Dr. Mary McLeod Bethune Blvd. Daytona Beach, FL 32115 Contact: Davita Bonner Phone: (904) 255-1401 Fax: (904) 258-8278 Email: bonnerd@cookman.edu	No	
7	Connecticut School of Broadcasting 3450 Northlake Blvd., #110 North Palm Beach, FL 33403 Contact: Harley Rhodes Phone: (561) 847-4126 Fax: (561) 847-4130 Email: csbpalmbeach@gocsb.com / csbpalmbeach@800tvradio.com	Yes	
8	Florida A&M University – School of Journalism/ Media 100 St. Union Plaza MLK Blvd. Tallahassee, FL 32307 Contact: Brandi Milton Phone: (904) 599-3000 Fax: (904) 599-3353 Email: brandi.milton@famu.edu	No	
9	Florida Association of Broadcasters 800 N. Calhoun Street Tallahassee, FL 32303 Contact: Leslie Varn Phone: (850) 681-6444 Fax: (850) 222-3957 Email: lvarn@fab.org	Yes	
10	Florida Atlantic University – Career Development 777 Glades Road, SU220 Boca Raton, FL 33431 Contact: James Watson, Jr. Phone: (561) 297-3536 Fax: (561) 297-2740 Website: myinterfase.com/fau.employer	Yes	

11	Florida State University – Career Center A4100 University Center Tallahassee, FL 32306-2490 Contact: Sean Collins Phone: (850) 644-6431 / (850) 644-3273 Email: reception@admin.fsu.edu	No	
12	Lynn University – Career Development Center 3601 N. Military Trail Boca Raton, FL 33436 Contact: Christine Childers Phone: (561) 237-7287 Fax: (561) 237-7285 Website: lynn.edu/careers	Yes	
13	University of South Florida – Career Center 4202 E. Fowler Avenue Tampa, FL 33620 Phone: (813) 974-2171 Fax: (813) 974-5332 Website: career.usf.edu	No	
14	Florida Career College 6058 Okeechobee Blvd. West Palm Beach, FL 33417 Contact: Kathy Baretela Phone: (561) 689-0550 / (561) 689-0739 Email: kbaretela@careercollege.edu	No	
15	Employee Referral	No	2
17	Walk-In/Self-Referral	No	1
TOTAL INTERVIEWEES OVER REPORTING PERIOD			4

Job Posting Editor

You are about to update the following job posting. Click the 'Finish' button to finish or 'Back' to make any necessary changes.

Job Title: ACCOUNT EXECUTIVE - RADIO WEST PALM BEACH

Division: Radio

Job Category: Sales

Internal Post Date: 07/21/2011

Is Blind: No

External Post Date: 07/21/2011

Num. Positions: 1

Expiration Date: 09/30/2011

Alternate Contact:

Country: United States

State: Florida

City: West Palm Beach

Job Description: Clear Channel Radio West Palm Beach is looking for Account Executives. If you are a disciplined self starter with a strong professional image and a "need to succeed" consider building a career in advertising sales. Duties include: collections, management of accounts to produce positive results for advertisers and enhancing the radio stations revenue and profitability. EEO

Job Requirements: Computer literacy and outstanding marketing/presentation skills are required.

Edu. Requirements: HS/GED, College Degree strongly preferred

Benefits: Medical, Dental, Vision, Life, ESSP, 401k, EAP, Paid Vacation and Sick Leave

Job Status: Full-Time

Career Level: mid level

Salary:

Screening Questions:

Recruiters:

[Back](#) [Finish](#)

McMahon, Maureen

From: McMahon, Maureen
Sent: Thursday, July 21, 2011 10:40
To: 'lsanchez@aii.edu'; 'henfuse@aol.com'; 'bonnerd@cookman.edu'; 'csbpalmbeach@gocsb.com';
'careercenter@famu.edu'; 'lvarn@fab.org'; 'reception@admin.fsu.edu'; 'kbaretela@careercollege.edu'
Subject: Job Postings
Attachments: sourceletterAE.doc; sourceletterDIGITAL SALES MGR.doc
For West Palm Beach location. Thanks.

Maureen McMahon
Executive Assistant / National Sales Assistant to
John Hunt VP/Market Manager
Clear Channel Radio
3071 Continental Drive
West Palm Beach, FL 33407
561.616.6622
561.616.6620 (fax)



Palm Beaches/Treasure Coast

WKGR 98.7 fm
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wild955.com

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Fax: 561-616-6620



PALM BEACH STATE COLLEGE

CAREER CENTER

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Enter/edit information about your organization and the position you are offering in the spaces provided. Please note that any changes you make here to your contact information will not change your contact record our office uses. To change that record use the update contact profile off the main menu.

Denotes a required field

Your Organization Information

Organization	Clear Channel Broadcasting, Inc.	
Division		
Industry *	Communications	
Salutation	Ms.	
First Name *	Maureen	
Last Name *	Woods	<input type="checkbox"/> (Click this box to block out full name and title)
Title *	EEO Administrator	
Address Line 1 *	3071 Continental Drive	<input type="checkbox"/> (Click this box to block out the full address)
Address Line 2		
City *	West Palm Beach	
State	FL	
Zip Code	33407	
Country	USA	
Phone	561-616-6622	<input type="checkbox"/> (Click this box to block out the phone)
Fax	561-616-6620	<input type="checkbox"/> (Click this box to block out the fax)
Email	maureenmcmahon@clearchannel.com	<input type="checkbox"/> (Click this box to block out the email)
Website	www.clearchannel.com	<input type="checkbox"/> (Click this box to block out the web)

Position Information

Title *	Account Executive	
Position Type *	Paid Position	
Career Field *	Marketing & Sales	
Deadline Date	9/30/2011	(Date by which responses should be submitted)
End Date	9/30/2011	(For temporary positions, this is the date that the position ends)
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Hours per week

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Job Type *

Temporary

Part-time

Full-time

On-Campus PBSC Job

Location of Job

Belle Glade, Pahokee, Clewiston

Central PB County

North PB County

Western PB County

South PB County

North Broward County

Martin County

Dade County

St. Lucie County

All other FL counties

How to apply

Telephone
Apply in person
E-mail resume
Fax Resume
Mail resume
Organization's Website

Please read the following terms and conditions carefully before using this site. By clicking Submit at the bottom of the screen you agree to these terms

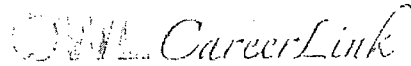
- I certify that I represent an equal opportunity employer complying with all state and federal laws granting rights to applicants offering employment without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, or any other characteristic protected by law.
- All job listings are posted and/or approved at the discretion of Career Center staff. We reserve the right to reject job postings that appear to be fraudulent or 'scams,' or positions that discriminate against a protected class, or characteristic, according to federal or state law.
- All organization listings positions with the Career Centers are expected to work within a framework of professionally accepted recruiting, interviewing and selection techniques as stipulated in the NACE Principles for Professional Practice. We reserve the right to deny access to our online job listing system and/or on-campus recruiting to any employers we determine have not conducted their recruiting efforts ethically.

If you agree to the above statements, please click on the Submit button below. If you do not agree, click 'cancel'

Submit this New Position

Cancel

If you have questions or comments, please [e-mail us](#) or, call the Career Center closest to you,
Lake Worth - 868-3066, Boca Raton - 862-4325, Palm Beach Gardens - 207-5350, Belle Glade - 993-1182.



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Viewing Job: 17263/Account Executive

Profile View

Position Information

Contact Information

Posting Information

[Edit]

Position Information

To update information in the 3 sections below, click the Edit button in each section. Required fields are indicated by an *. The Posting Information Section below contains important fields. Please read carefully.

*Job ID: 17263

*Job Title: Account Executive

Organization Name: Clear Channel Broadcasting, Inc.

No of Openings: 4

Hours per Week:

*Is this job paid or unpaid?: Paid

*Wage/Salary: draw/commission

*Start Date: asap

*End Date: 9/30/2011

Supervisor:

*Job Description: Clear Channel West Palm Beach is looking for Account Executives. If you are a disciplined self starter with a strong professional image and a "need to succeed" consider building a career in advertising sales. Duties include: collections, management of accounts to produce positive results for advertisers and enhancing the radio stations revenue and profitability. EEO

Qualifications: Computer literacy and outstanding marketing/presentation skills required

*Application Instructions: email resume to maureenmcmahon@clearchannel.com

Online Application Address:

Contact Information

[Edit]

First Name: Maureen

Middle Initial:

Last Name: McMahon

*Address Line 1: 3071 Continental Drive

Address Line 2:

*City: West Palm Beach

*State: FL

Zip: 33407

Map to Address Above: [Online Map](#)

Phone: 561-616-6600

*Fax: 561-616-6620

*Email: maureenmcmahon@clearchannel.com

Website:

Posting Information

[Edit]

Job Industry: Advertising/Marketing

Job Location:

Position Type: Full-time

Applicant Type:

Minimum GPA:

Citizenship:

*Graduation Start:

*Graduation End:

*Class Standing: Alumnus/a

*Degrees: Bachelors Degree

*Majors: College of Business

College of Education

College of Engineering and Computer Sciences

Dorothy F. Schmidt College of Arts and Letters

Harriet L. Wilkes Honors College

Undeclared

Screen Applicant Types: Yes

Screen Minimum GPA: No

Screen Citizenship: No

*Screen Graduation Range: No

*Screen Class Standing: No


*Screen Degrees: No

*Screen Majors: No

*Post Date: 7/21/2011

*Expiration Date: 9/30/2011

*Show Contact Info: Yes

Allow Online Referrals  : Yes



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Report a Hire

Viewing Job: 4444/Account Executive

Profile View

Position Information

Contact Information

Posting Information

[Edit]

Position Information

To update information in the 3 sections below, click the Edit button in each section. Required fields are indicated by an *. The Posting Information Section below contains important fields. Please read carefully.

*Job ID: 4444

*Job Title: Account Executive

Job Reference Num:

Organization Name: Clear Channel Radio

No of Openings: 4

Work Schedule:

Hours per Week:

Wage/Salary: draw/commission

Employment Start Date: asap

Employment End Date: 9/30/2011

Supervisor:

*Job Description: Clear Channel West Palm Beach is looking for Account Executives. If you are a disciplined self starter with a strong professional image and a "need to succeed" consider building a career in advertising sales. Duties include: collections, management of accounts to produce positive results for advertisers and enhancing the radio stations revenue and profitability. EEO

Qualifications: Computer literacy and outstanding marketing/presentation skills required

Application Instructions: email resume to maureenmcmahon@clearchannel.com

Online Application Address:

Contact Information

[Edit]

First Name: Maureen

Middle Initial:

Last Name: McMahon

Address Line 1: 3071 Continental Drive

Address Line 2:

City: West Palm Beach

State: FL

Zip: 33407

Map to Address Above: [Online Map](#)

Phone: 561-616-6600

Fax: 561-616-6620

Email: maureenmcmahon@clearchannel.com

Website:

Posting Information

[Edit]

Job Location: West Palm Beach

Position Type: Full-time

*Applicant Type: Full-time

Minimum GPA:

Citizenship:

Graduation Start:

Graduation End:

Classification:

Degrees:

*Majors: Business

Business and Management

Hospitality Management

International Communications

Screen Applicant Types: No

Screen Minimum GPA: No

Screen Citizenship: No

Screen Graduation Range: No

Screen Classification: No

Screen Degrees: No
Screen Majors: No
*Post Date: 7/21/2011
*Expiration Date: 9/19/2011
Show Contact Info: No
Allow Online Referrals: No

**WRLX(FM), WZZR(FM), WLDI(FM), WKGR(FM), WOLL(FM),
WBZT(AM) & WJNO(AM)**

JOB VACANCY DATA FORM

Job Title: 3. Digital Sales Assistant			Date Filled: 11-7-11
Recruitment Source Referring Hiree: Employee Referral			Total Number of Interviewees: 3

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over reporting period
1	Clear Channel Clear Careers Website http://clearcareers.clearchannel.com	No	
2	Art Institute of Fort Lauderdale – Career Services 1799 SE 17th Street Fort Lauderdale, FL 33316 Contact: Luwin Sanchez Phone: (954) 308-2615 Fax: (954) 525-2602 Email: lsanchez@aii.edu	Yes	
3	Hispanic Human Resources Council 1427 S. Congress Avenue West Palm Beach, FL 33406 Contact: Judy Pierman Phone: (561) 641-7400 Fax: (561) 641-3607	Yes	
4	Palm Beach State College – Career Center (formerly Palm Beach Community College) 3160 PGA Blvd. Palm Beach Gardens, FL 33410 Contact: Linda Phone: (561) 207-5350 Website: palmbeachstate.edu	Yes	
5	Urban League of Palm Beach 1700 N. Australian Avenue West Palm Beach, FL 33407 Contact: Henry Fuse Phone: (561) 833-1461 / (561) 833-6050 Email: henfuse@aol.com	No	

6	Bethune Cookman College – Career Planning 640 Dr. Mary McLeod Bethune Blvd. Daytona Beach, FL 32115 Contact: Davita Bonner Phone: (904) 255-1401 Fax: (904) 258-8278 Email: bonnerd@cookman.edu	No	
7	Connecticut School of Broadcasting 3450 Northlake Blvd., #110 North Palm Beach, FL 33403 Contact: Harley Rhodes Phone: (561) 847-4126 Fax: (561) 847-4130 Email: csbpalmbeach@gocsb.com / csbpalmbeach@800tvradio.com	Yes	
8	Florida A&M University – School of Journalism/ Media 100 St. Union Plaza MLK Blvd. Tallahassee, FL 32307 Contact: Brandi Milton Phone: (904) 599-3000 Fax: (904) 599-3353 Email: brandi.milton@famu.edu	No	
9	Florida Association of Broadcasters 800 N. Calhoun Street Tallahassee, FL 32303 Contact: Leslie Varn Phone: (850) 681-6444 Fax: (850) 222-3957 Email: lvarn@fab.org	Yes	
10	Florida Atlantic University – Career Development 777 Glades Road, SU220 Boca Raton, FL 33431 Contact: James Watson, Jr. Phone: (561) 297-3536 Fax: (561) 297-2740 Website: myinterfase.com/fau.employer	Yes	
11	Florida State University – Career Center A4100 University Center Tallahassee, FL 32306-2490 Contact: Sean Collins Phone: (850) 644-6431 / (850) 644-3273 Email: reception@admin.fsu.edu	No	

12	Lynn University – Career Development Center 3601 N. Military Trail Boca Raton, FL 33436 Contact: Christine Childers Phone: (561) 237-7287 Fax: (561) 237-7285 Website: lynn.edu/careers	Yes	
13	University of South Florida – Career Center 4202 E. Fowler Avenue Tampa, FL 33620 Phone: (813) 974-2171 Fax: (813) 974-5332 Website: career.usf.edu	No	
14	Florida Career College 6058 Okeechobee Blvd. West Palm Beach, FL 33417 Contact: Kathy Baretela Phone: (561) 689-0550 / (561) 689-0739 Email: kbaretela@careercollege.edu	No	
15	Employee Referral	No	2
22	Indeed.com not contacted by SEU	No	1
TOTAL INTERVIEWEES OVER REPORTING PERIOD			3

Job Posting Editor

Job Posting Editor

You are about to update the following job posting. Click the 'Finish' button to finish or 'Back' to make any necessary changes.

Job Title: Digital Sales Assistant

Division: Radio

Job Category: Administrative/Clerical

Internal Post Date: 09/30/2011

External Post Date: 09/30/2011

Expiration Date: 10/30/2011

Alternate Contact:

Country: United States

State: Florida

City: West Palm Beach

Job Description: Clear Channel Radio West Palm Beach is looking for a Digital Sales Assistant to support our Sales Department. Working directly under our Digital Sales Manager, the duties include: high quality proposals/presentations, research and lead generation, receiving, entering and confirming orders, collections, copy issues, airchecks, spot times and daily coverage on the switchboard. Must be an excellent communicator. Ability to handle multiple tasks at once and prioritize workload. Must be detailed oriented with strong organizational skills. Email resume to erikaewald@clearchannel.com EEO

Job Requirements: Being a teamplayer is important to be successful in this position. Must be computer literate in Word, Powerpoint and Excel and have willingness to learn new industry related programs

Edu. Requirements:

Benefits:

Job Status: Full-Time

Career Level: Entry Level (less than 2 years of experience)

Salary:

Screening Questions:

Recruiters:

Back Finish

McMahon, Maureen

From: McMahon, Maureen
Sent: Monday, October 03, 2011 15:40
To: 'lsanchez@aii.edu'; 'henfuse@aol.com'; 'bonnerd@cookman.edu'; 'csbpalmbeach@gocsb.com';
'careercenter@famu.edu'; 'lvarn@fab.org'; 'reception@admin.fsu.edu'; 'kbaretela@careercollege.edu'
Subject: Job Postings West Palm Beach
Attachments: sourceletter DIGITAL SALES ASST.doc; sourceletterAE.doc
Location – Clear Channel West Palm Beach

Maureen McMahon
Executive Assistant / National Sales Assistant to
John Hunt VP/Market Manager
Clear Channel Radio
3071 Continental Drive
West Palm Beach, FL 33407
561.616.6622
561.616.6620 (fax)



Palm Beaches/Treasure Coast

WKGR 98.7 fm
gater.com

WOLL 105.5 fm
1055online.com

WLDI 95.5 fm
wild955.com

WRLX 92.1 fm
921wrlx.com

WJNO 1290 am
wjno.com

WBZT 1230 am
wbzt.com

3071 Continental Drive
West Palm Beach, FL 33407
Phone: 561-616-6600
Fax: 561-616-6620

Oct 3, 2011

Ladies/Gentlemen:

Clear Channel Broadcasting, Inc., dba WKGR-FM, WOLL-FM, WLDI-FM, WRLX-FM, WZZR-FM, WJNO-AM and WBZT-AM is currently seeking to fill the following opening:

TITLE:

Digital Sales Assistant

DESCRIPTION:

- Looking for someone to assist our high volume, very active sales department
- Duties include: high quality presentations/proposals, research and lead generation, receiving, entering and confirming orders, collections, copy issues, airchecks, spot times and daily coverage on the switchboard
- Computer literate in Word, Powerpoint and Excel

You are encouraged to refer qualified candidates to us for such opening.

It is our policy to provide equal employment opportunity to all qualified individuals without regard to their race, color, religion, national origin, sex, age, disability or any other characteristic protected by law, in all personnel actions. We specifically encourage referral of qualified minority and female applicants.

Persons interested in submitting an application for the position identified above should contact the following person:

Clear Channel Broadcasting, Inc.
3071 Continental Drive
West Palm Beach, FL 33407
Attn: Erika Ewald
(561) 616-6600 / (561) 616-6620 fax

Thank you for your assistance. If you know of any other organization, which may be of assistance in our equal employment opportunity effort, we would appreciate you forwarding that information to us.

Sincerely,

Maureen McMahon
EEO Administer



Palm Beaches/Treasure Coast

WKGR 98.7 fm
gater.com

WOLL 105.5 fm
1055online.com

WLDI 95.5 fm
wild955.com

WRLX 92.1 fm
921wrlx.com

WJNO 1290 am
wjno.com

WBZT 1230 am
wbzt.com

3071 Continental Drive
West Palm Beach, FL 33407
Phone: 561-616-6600
Fax: 561-616-6620

Oct 3, 2011

Hispanic Human Resource Council
1427 S. Congress Avenue
West Palm Beach, FL 33406

Ladies/Gentlemen:

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Digital Sales Assistant

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West Palm Beach, FL 33407
Attn: Erika Ewald
(561) 616-6600 / (561) 616-6620 fax

Thank you for your assistance. If you know of any other organization, which may be of assistance in our equal employment opportunity effort, we would appreciate you forwarding that information to us.

Sincerely,



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Viewing Job: 21197/Digital Sales Assistant

[Profile View](#)
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[Posting Information](#)

[Edit]

Position Information

Please review the information contained in this job posting. Click on the "Edit" link for each section to make any changes.

Click the "View Activity" link under the Page Function on the left side of the screen to see any activity for this job posting.

Click the "Close Job" link under the Page Function on the left side of the screen to close this job.

Job ID: 21197

Job Title: Digital Sales Assistant

Organization Name (Click for profile): Clear Channel Broadcasting, Inc.

No of Openings: 1

Work Schedule: Mon-Fri

Hours per Week: 40

Wage/Salary: hourly

Salary Period: Bi-Weekly

Job Description: Clear Channel Radio West Palm Beach is looking for someone to assist our high volume, very active sales department. Duties include: high quality proposals/presentations, research and lead generation, receiving, entering and confirming orders, collections, copy issues, airchecks, spot times and daily coverage on the switchboard. Must be an excellent communicator. Ability to handle multiple tasks at once and prioritize workload. Must be detailed oriented with strong organizational skills. EEO

Qualifications: Being a teamplayer is important to be successful in this position. Must be computer literate in Word, Powerpoint and Excel and have willingness to learn new industry related programs

How to Apply: email maureenmcmahon@clearchannel.com

On-line Application Address :

[Edit]

Contact Information

First Name: Maureen

Last Name: Woods

Address Line 1: 3071 Continental Drive

Address Line 2:

City: West Palm Beach

State: FL

Zip: 33407

Country:

Phone: 561-616-6622

Fax: 561-616-6620

Email: maureenmcmahon@clearchannel.com

Website:

[Edit]

Posting Information

Location of Job: Central PB County

Job Category: Administrative Support

Position Type: Full-time

Post Date: 10/4/2011

Expiration Date: 12/31/2011

Show My Contact Info: Yes

Allow applicants to submit approved resumes : Yes

Control Information

Status: Pending



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Career Development Center • Division of Student Affairs • Florida Atlantic University

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Page Functions

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Resource Library

I want to...

Report a Hire

Viewing Job: 17891/Digital Sales Assistant

Profile View

Position Information

Contact Information

Posting Information

[Edit]

Position Information

To update information in the 3 sections below, click the Edit button in each section. Required fields are indicated by an *. The Posting Information Section below contains important fields. Please read carefully.

Job ID: 17891

Job Title: Digital Sales Assistant

Organization Name: Clear Channel Broadcasting, Inc.

No of Openings: 1

Hours per Week: 40

Is this job paid or unpaid?: Paid

Wage/Salary : hourly

Start Date: asap

End Date: 12/31/2011

Supervisor:

Job Description: Clear Channel Radio West Palm Beach is looking for someone to assist our high volume, very active sales department. Duties include: high quality proposals/presentations, research and lead generation, receiving, entering and confirming orders, collections, copy issues, airchecks, spot times and daily coverage on the switchboard. Must be an excellent communicator. Ability to handle multiple tasks at once and prioritize workload. Must be detailed oriented with strong organizational skills. EEO

Qualifications: Being a teamplayer is important to be successful in this position. Must be computer literate in Word, Powerpoint and Excel and have willingness to learn new industry related programs

Application Instructions: email maureenmcmahon@clearchannel.com

Online Application Address:

[Edit]

Contact Information

First Name: Maureen

Middle Initial:

Last Name: McMahon

Address Line 1: 3071 Continental Drive

Address Line 2:

City: West Palm Beach

State: FL

Zip: 33407

Map to Address Above: [Online Map](#)

Phone: 561-616-6600

Fax: 561-616-6620

Email: maureenmcmahon@clearchannel.com

Website:

[Edit]

Posting Information

Job Industry: Communications/Media

Job Location: Palm Beach County

Position Type: Full-time

Applicant Type:

Minimum GPA:

Citizenship:

Graduation Start :

Graduation End :

Class Standing: Alumnus/a

Degrees: Bachelors Degree

Majors: College of Business

College of Engineering and Computer Sciences

Harriet L. Wilkes Honors College

Undeclared

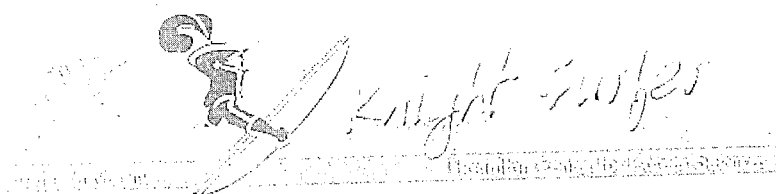
Screen Applicant Types: Yes

Screen Minimum GPA: No

Employer - Job Profile

Screen Citizenship: No
Screen Graduation Range: No
Screen Class Standing: No
Screen Degrees: No
Screen Majors: No
Post Date: 10/4/2011
Expiration Date: 12/31/2011
Show Contact Info: Yes
Allow Online Referrals : Yes

Employer - Job Profile



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I want to...

[Report a Hire](#)

Viewing Job: 4632/Digital Sales Assistant

[Profile View](#)

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[Contact Information](#)

[Posting Information](#)

[\[Edit\]](#)

Position Information

To update information in the 3 sections below, click the Edit button in each section. Required fields are indicated by an *. The Posting Information Section below contains important fields. Please read carefully.

Job ID: 4632

Job Title: Digital Sales Assistant

Job Reference Num:

Organization Name: Clear Channel Radio

No of Openings: 1

Work Schedule:

Hours per Week:

Wage/Salary: hourly

Employment Start Date: asap

Employment End Date: 12/31/2011

Supervisor:

Job Description: Clear Channel Radio West Palm Beach is looking for someone to assist our high volume, very active sales department. Duties include: high quality proposals/presentations, research and lead generation, receiving, entering and confirming orders, collections, copy issues, airchecks, spot times and daily coverage on the switchboard. Must be an excellent communicator. Ability to handle multiple tasks at once and prioritize workload. Must be detailed oriented with strong organizational skills. EEO

Qualifications: Being a teamplayer is important to be successful in this position. Must be computer literate in Word, Powerpoint and Excel and have willingness to learn new industry related programs

Application Instructions: email maureenmcmahon@clearchannel.com

Online Application Address:

[\[Edit\]](#)

Contact Information

First Name: Maureen

Middle Initial:

Last Name: McMahon

Address Line 1: 3071 Continental Drive

Address Line 2:

City: West Palm Beach

State: FL

Zip: 33407

Map to Address Above: [Online Map](#)

Phone: 561-616-6600

Fax: 561-616-6620

Email: maureenmcmahon@clearchannel.com

Website:

[\[Edit\]](#)

Posting Information

Job Location: West Palm Beach

Position Type: Full-time

Applicant Type: Full-time

Minimum GPA:

Citizenship:

Graduation Start:

Graduation End:

Classification:

Degrees:

Majors: Business and Management
Undeclared

Screen Applicant Types: No

Screen Minimum GPA: No

Screen Citizenship: No

Screen Graduation Range: No
Screen Classification: No
Screen Degrees: No
Screen Majors: No
Post Date: 10/4/2011
Expiration Date: 12/3/2011
Show Contact Info: No
Allow Online Referrals: No