



1300 NORTH 17th STREET, 11th FLOOR  
ARLINGTON, VIRGINIA 22209

OFFICE: (703) 812-0400  
FAX: (703) 812-0486  
www.fhhlaw.com  
www.commlawblog.com

MARK N. LIPP  
(703) 812-0445  
LIPP@FHHLAW.COM

September 19, 2021

Ms. Elizabeth E. Goldin  
Assistant Chief, Investigations & Hearings Division  
Enforcement Bureau  
Federal Communications Commission  
45 L Street, NE  
Washington, DC 20554

Re: **Response to Broadcast EEO Audit Letter**  
Radio License Holding SRC LLC  
Stations KNBR(AM) and KNBR-FM, San Francisco, California  
Facility Identifier Numbers 35208 and 54770 respectively

Dear Ms. Goldin:

Radio License Holding SRC LLC, licensee of radio stations KNBR(AM) and KNBR-FM, San Francisco, California (Facility IDs 35208 and 54770 respectively), hereby submits its Response to your letter of August 6, 2021 ("EEO Audit Letter") concerning the Stations' compliance with the Commission's Equal Employment Opportunity Rule, 47 C.F.R. § 73.2080. Stations KNBR(AM) and KNBR-FM are part of a station employment unit ("SEU") based in San Francisco, that includes stations KGO(AM), San Francisco, California, KSFO(AM), San Francisco, California, KTCT(AM), San Mateo, California, and KSAN(FM), San Mateo, California. For this reason, the RLH-SRC Response to the EEO Audit Letter involves the entire San Francisco SEU.

To comply with the procedures presented in Item 4(a) of the aforementioned EEO Audit Letter, RLH-SRC is uploading its Response into the online public inspection file of each station in this SEU.

If there are any questions about this submission, please contact undersigned counsel to Radio License Holding SRC, LLC.

Sincerely,



Mark Lipp

Attachment

## DECLARATION OF RICHARD S. DENNING

I, Richard S. Denning, hereby declare as follows:

I am Executive Vice President and General Counsel of Radio License Holding SRC LLC, licensee of radio stations KNBR(AM) and KNBR-FM, San Francisco, California (Facility IDs 35208 and 54770 respectively), which are part of a station employment unit based in San Francisco, California, which includes stations KGO(AM), San Francisco, California (Facility ID 34471), KSFO(AM), San Francisco, California (Facility ID 34472), KTCT(AM), San Mateo, California (Facility ID 51188), and KSAN(FM), San Mateo, California (Facility ID 14484) (collectively, the "SEU"). The stations in this SEU are commonly owned through indirect subsidiaries ultimately owned and controlled by Cumulus Media Inc. (collectively, "Cumulus"). This Declaration and the attachments provided hereto are being submitted in response to a letter dated August 6, 2021 (the "Audit Letter") from Elizabeth E. Goldin, Assistant Chief, Investigations & Hearings Division, Enforcement Bureau, Federal Communications Commission ("FCC"), concerning a random audit of the SEU's compliance with the FCC's equal employment opportunity ("EEO") rule, 47 C.F.R. § 73.2080.

The SEU employs five (5) or more full-time employees as the term is defined in Section 73.2080(e)(1) of the FCC's rules.

In response to Question 2(b)(i) of the Audit Letter, copies of the SEU's two most recent EEO public file reports, as described in 47 C.F.R. § 73.2080(c)(6), are included as Attachment A.

Stations KNBR(AM), KNBR-FM, and KTCT(AM) share website [www.knbr.com](http://www.knbr.com). The web addresses of the other stations in the SEU are as follows: KGO(AM), [www.kgoradio.com](http://www.kgoradio.com); KSFO(AM), [www.ksfo.com](http://www.ksfo.com); and, KSAN(FM), [www.1077thebone.com](http://www.1077thebone.com).

A copy of the current EEO public file report is on or linked to each of the above websites.

In response to 2(b)(ii) of the Audit Letter, documentation concerning the recruitment sources used to fill each full-time position during the period covered by the above EEO public file reports is included in Attachment B, and, pursuant to the Audit Letter, this response provides one such notice for each position filled. The SEU's standard practice is to retain copies of job vacancy announcements that are sent to all recruitment sources, as required by §73.2080(c)(5)(iii). Further, no recruitment sources have notified the SEU that they want to be informed about the SEU's job openings, as described in §73.2080(c)(1)(ii), which is reflected in Section II of each EEO public file report.

In response to 2(b)(iii) of the Audit Letter, the Vacancy Data Forms included in Attachment B contain data regarding (a) the total number of interviewees for each full-time vacancy, and (b) the referral source for each interviewee for each full-time vacancy filled during the period covered by the EEO public file reports.

In response to 2(b)(iv) of the Audit Letter, documentation of the SEU's performance of the recruitment initiatives as described in §73.2080(c)(2) during the relevant time period is

included in Attachment C. Station personnel involved in the recruitment initiatives are identified in Attachment C as well. The SEU employs a total of eighty one (81) full-time employees. The stations are located in a market with a population of more than 250,000. Accordingly, the SEU is required to perform at least four (4) recruitment initiatives during a two-year period.

In response to 2(b)(v) of the Audit Letter, Cumulus reports that on December 18, 2018, Brian Copeland filed a complaint in the Superior Court of California, County of San Francisco, against Cumulus Media Corporation, alleging unlawful discriminatory practices relating to his employment, *See Case No. CGC- 18-572177*. The parties entered into a private settlement and the case was discontinued with prejudice.

In response to 2(b)(vi) of the Audit Letter, Cumulus has established and implemented a company-wide EEO compliance plan. At the corporate level, Cumulus recognizes the importance of EEO compliance and has communicated the importance of complying with the FCC's broad outreach and recordkeeping requirements to employees at all levels within the company, including its national, regional and local personnel. Cumulus previously engaged its outside communications counsel to conduct comprehensive FCC EEO training sessions, which were mandatory for all market and business managers. Those training sessions were followed by the distribution of written compliance materials to key personnel in each station employment unit who have recruitment and hiring responsibility. These materials continue to be an excellent resource. Cumulus also instituted a policy designed to help reduce the inevitable recordkeeping lapses which occur as a result of employee turnover. The SEU's compliance efforts also include identifying Cumulus' efforts to afford equal employment opportunities to employees through statements disseminated in job applications and vacancy announcements posted in conspicuous areas within the workplace.

Since 2017, Cumulus has engaged ClearCompany, a talent management system, to assist all markets with their recruitment efforts. ClearCompany automatically routed descriptions of job openings to a specific group of recruitment sources. On February 15, 2020, the company changed course and employed the services of CareerBuilder to help it locate, manage and hire talented applicants. It, too, automatically directs descriptions of job openings to certain recruitment sources.

Cumulus hired in-house regulatory counsel, who not only continued to use the reference tools provided by outside counsel, but also developed additional compliance aids to help all station employment units meet FCC EEO requirements. In-house counsel conducted periodic FCC EEO training sessions for all market and business managers and assisted the markets with their EEO public file reports on an annual basis, reviewing vacancy-specific and general outreach efforts and providing recommendations for improvement.

When in-house regulatory counsel left the company, Cumulus retained outside communications counsel to address questions and concerns related to FCC EEO compliance as they arose, and review annual EEO public file reports for all of its station employment units. As General Counsel to Cumulus, I assumed responsibility for conducting comprehensive FCC EEO training sessions, which continue to be mandatory for all market and business managers. During

preparation for these sessions, I conferred with outside counsel to ensure that presentations were up-to-date.

The SEU's Market Manager ("MM") is ultimately responsible for the SEU's EEO program at the local level. The MM is knowledgeable about the company's EEO policies and hiring practices, and works closely with managers in the Market that have hiring authority, as well as the corporate Human Resources department, to ensure that compliance efforts are observed. The MM is involved in the approving of all job vacancy announcements and oversees all recruitment initiatives. In addition, he interviews and hires all full-time employees, and reviews the SEU's annual EEO public file reports before they are finalized.

The Director of Finance & Administration ("DFA") is responsible for implementing the SEU's EEO program, and maintains the SEU's Master Recruitment Source List ("MRSL"), which includes a variety of recruitment sources. The DFA utilizes Broadcast1Source ("B1S"), a software service to assist with EEO compliance, to ensure that job postings are widely distributed by way of email and/or facsimile. When the decision is made to hire a new employee in the Market, the DFA obtains the necessary information from the hiring manager, posts the position to the Cumulus careers website, accesses B1S to initiate the distribution of the job vacancy announcement to specific sources, and then determines which additional recruitment sources on the SEU's MRSL should be notified via email.

This SEU exceeded the number of supplemental recruitment initiative points the FCC requires during this challenging two-year period, despite the pandemic. Its EEO Public File Reports describe a variety of activities that it either participated in or hosted. Of note is the program designed by one of the SEU's On-Air Hosts—Broadcasters Path—a two-day "Zoom" event to educate attendees about the broadcasting profession. The Program provided aspiring broadcasters with valuable resources to help facilitate the realization of their professional goal(s). The On-Air Host was joined by an impressive group of guest speakers, who covered a variety of topics. Attendees were able to share their own work and gain insightful feedback and advice from the Host and guest speakers. Our SEU promoted this Program on KNBR(AM)/FM as well as on the KNBR(AM)/-FM website. Additional initiatives included management participating in a presentation that reviewed FCC EEO rules as well as training to prevent harassment in the workplace.

In response to 2(b)(vii) of the Audit Letter, the SEU understands that it must periodically analyze the effectiveness of its EEO recruitment program by reviewing the productivity of the recruitment sources listed therein in terms of both the quantity and quality of the interviewees that are being generated from those recruitment sources, as well as the results that are being generated from its recruitment initiatives. Accordingly, the MM and DFA periodically meet to assess the effectiveness of the SEU's EEO program. During these meetings they examine and update the list of recruitment sources, share ideas for new and different outreach initiatives to better inform the San Francisco community about career opportunities in broadcasting, and discuss any EEO issues that warrant attention.

In response to 2(b)(viii) of the Audit Letter, the SEU makes a concerted effort to comply with all federal, state and/or local laws regarding pay, benefits, seniority practices, promotions,

and selection techniques and tests to ensure that the SEU is providing equal employment opportunity, and is not discriminating against employees or job applicants. Accordingly, the SEU's MM, department managers, and Business department, together with Cumulus's corporate Human Resources Department, review the compensation, benefits, promotions and other employment practices of the SEU to ensure that they are fair and are based solely on an employee's experience and performance record. Further, in hiring a new employee, all responsible parties consider an applicant's experience to determine whether they are qualified for the position and analyze the candidate's past performance to determine their likelihood for success. The SEU's employment practices are the ultimate responsibility of its MM, Larry Blumhagen, who works in conjunction with in-house counsel at Cumulus headquarters and, when applicable, outside employment and labor counsel.

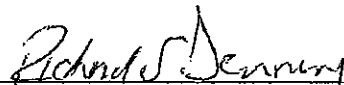
In response to 2(b)(ix) of the Audit Letter, Radio License Holding SRC LLC is not a religious broadcaster.

[SIGNATURE ON THE FOLLOWING PAGE]

**SIGNATURE PAGE TO  
DECLARATION OF RICHARD S. DENNING**

I hereby declare under penalty of perjury that the foregoing is true and correct to the best of my knowledge and belief.

Signed and dated this 17<sup>th</sup> day of September, 2021.

  
Richard S. Denning

## **Attachment A**



**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**  
**EEO PUBLIC FILE REPORT**  
**August 1, 2019 - July 31, 2020**

**I. VACANCY LIST**

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

<b>Job Title</b>	<b>Recruitment Sources ("RS") Used to Fill Vacancy</b>	<b>RS Referring Hiree</b>
Sales Assistant	1-5, 7-10, 12-16, 18-23	21
Account Executive	1-5, 7-10, 12-23	21
Account Executive	1-5, 7-10, 12-23	21
Sales Assistant	1-5, 7-10, 12-15, 17-23	9
Sales Assistant	1-5, 7-10, 12-15, 17-23	9
KNBR Producer	1-15, 17-23	11
KNBR Producer	1-15, 17-23	11
Full Time Producer	1-10, 12-15, 17, 19-23	21
Accounts Receivable Specialist	1-10, 12-15, 17, 19-20, 22-23	9
Digital Project Manager	1-15, 17, 19-23	11
Web Content Producer	1-5, 7-9, 12-15, 17, 19-20, 22-23	9

## KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## EEO PUBLIC FILE REPORT

August 1, 2019 - July 31, 2020

## II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Academy of Art University 79 New Montgomery St. San Francisco, California 94105 Email : industryoncampus@academyart.edu Academic Career Center	N	0
2	Arriba Juntos 1850 Mission St. San Francisco, California 94103 Fax : 1-415-863-9314 Edwin Narvaez	N	0
3	California Broadcasters Assoc. 915 "L" Street Suite #1150 Sacramento, California 95814 Phone : 916-444-2237 Url : http://www.yourcba.com Joe Berry Manual Posting	N	0
4	City College of San Francisco 50 Phelan Ave. San Francisco, California 94112 Email : CareerCenter@ccsf.edu Career Center	N	0
5	Cumulus Careers Website 3280 Peachtree Road NW Suite 2200 Atlanta, Georgia 30305 Url : www.cumulusmedia.jobs.net/ Job Listing Manual Posting	N	6
6	Current Employee	N	5
7	Experience Unlimited 745 Franklin St. Lower Level San Francisco, California 94102 Email : eusf.membership@gmail.com Fax : 1-415-749-7478 Sylvia Gonzales	N	0
8	Glass Door 100 Shoreline Hwy Bld. A Mill Valley, California 94941 Jobs Posting Manual Posting	N	0

## KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## EEO PUBLIC FILE REPORT

August 1, 2019 - July 31, 2020

## II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
9	Indeed.com 6433 Champion Grandview Way Austin, Texas 78750 Job Posting Manual Posting	N	16
10	Inside Radio P.O. Box 567925 Atlanta, Georgia 31156 Email : contact@insideradio.com Radio Site	N	0
11	Internal Transfer/Promotion	N	3
12	Link Up 430 1st Ave. N Ste. 790 Minneapolis, Minnesota 55401 Jobs Posting Manual Posting	N	0
13	Monster 133 Boston Post Rd. Weston, Massachusetts 02493 Career Site Manual Posting	N	0
14	National Lesbian & Gay Journalist Association 2120 L St NW Ste. 850 Washington, District of Columbia 20037 Email : info@nljja.org Association Association	N	0
15	NOVA 505 W. Olive Ave. #550 Sunnyvale, California 94086 Email : jobs@novaworks.org Fax : 1-408-730-7643 Joyce Nolan	N	0
16	San Francisco State University 2130 Fulton St. San Francisco, California 94117 Email : csldrecruit@sfsu.edu Career Center	N	0

## KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## EEO PUBLIC FILE REPORT

August 1, 2019 - July 31, 2020

## II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
17	Santa Rosa Junior College 1501 Mendocino Ave. Santa Rosa, California 95401 Phone : 707-521-7946 Email : kkinahan@santarosa.edu Kim Kinahan	N	0
18	St. Mary's College 1928 St Marys Rd. Moraga, California 94575 Email : careers@stmarys-ca.edu Career Center	N	0
19	Stanford University 450 Serra Mall Stanford, California 94305 Email : vpstudentaffairs@stanford.edu Career Center	N	0
20	UC Berkeley Career Center 2440 Bancroft Way Berkeley, California 94720 Fax : 1-510-642-6987 Ray Angle	N	0
21	Word of Mouth Referral	N	15
22	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
23	Zip Recruiter 1453 Third St. Ste. 335 Santa Monica, California 90401 Career Site Manual Posting	N	0
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>45</b>

## KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## EEO PUBLIC FILE REPORT

August 1, 2019 - July 31, 2020

## III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
1	8/1/2019	Establishment of an intern program designed to assist members of the community	From July 2019 through August 2019, our SEU hosted 1 intern from Skidmore College. This internship program is designed to assist members of the community acquire the skills needed for broadcast employment. It provides on-the-job training opportunities to college students so that they can learn about career opportunities in the radio industry. The intern worked closely with the Executive Producer, Board Operator, and Program Director from our programming departments.	3	Program Director Intern Board Operator
2	1/15/2020	Provision of training to management	During the month of January, 2020, our SEU participated in harassment prevention training. All SEU employees were required to complete a course prepared by ThinkHR entitled, "Workplace Harassment Prevention," designed to address sexual harassment with a focus on the forms of harassment prohibited by federal, as well as California law. The course presented best practices for updating policies and procedures, reporting incidents, and following up on complaints. The course for managers was more extensive than the course for staff members. In order to obtain a certificate of participation, employees were required to take a quiz following their completion of the tutorial.	119	All Employees
3	2/12/2020	Participation in events sponsored by community groups	On February 12th 2020, our SEU co-sponsored the Watermark Conference for Women Silicon Valley, located at the San Jose Conference Center. Our On Air Host spoke to attendees in a break out session and our General Sales Manager and Account Executive discussed available jobs in the broadcasting industry with over 7,000 attendees.	1	Account Executive General Sales Manager On Air Host Digital Project Manager

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**

**EEO PUBLIC FILE REPORT**

August 1, 2019 - July 31, 2020

**III. RECRUITMENT INITIATIVES**

	<b>Date</b>	<b>Type of Recruitment Initiative (Menu Selection)</b>	<b>Brief Description Of Activity</b>	<b>No. of Stations Participants</b>	<b>Participant Title</b>
4	7/15/2020	Participation in Job Fairs	On July 15, 2020, our SEU participated in the 20th annual Diversity Employment Day Career Fair. Due to COVID-19, this was a virtual job fair, attended by our Director of Finance & Administration, who spoke with attendees about job opportunities within the SEU.	1	Director of Finance & Administration
5	7/22/2020	Provision of training to management	On July 22, 2020, our Market Manager and Director of Finance & Administration participated in a presentation conducted by the Executive Vice President and General Counsel of Cumulus Media Inc. entitled, "The FCC's Equal Employment Opportunity Rules, Your Guide to Compliance." The FCC's EEO recruitment, recordkeeping, and reporting requirements were reexamined and reinforced, after which questions were entertained.	2	Market Manager Director of Finance & Administration

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM****EEO PUBLIC FILE REPORT****August 1, 2020 - July 31, 2021****I. VACANCY LIST**

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

<b>Job Title</b>	<b>Recruitment Sources ("RS") Used to Fill Vacancy</b>	<b>RS Referring Hiree</b>
Digital Sales Specialist	1-8, 10, 12-22	21
VP/Market Manager	2-4, 6-8, 10, 12-15, 18-19, 21-22	21
Digital Designer	1-22	21

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**

**EEO PUBLIC FILE REPORT**

August 1, 2020 - July 31, 2021

**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Academy of Art University 79 New Montgomery St. San Francisco, California 94105 Email : industryoncampus@academyart.edu Academic Career Center	N	0
2	Adzuna unknown Indianapolis, Indiana Job Listing Manual Posting	N	0
3	Arriba Juntos 1850 Mission St. San Francisco, California 94103 Fax : 1-415-863-9314 Edwin Narvaez	N	0
4	California Broadcasters Assoc. 915 "L" Street Suite #1150 Sacramento, California 95814 Phone : 916-444-2237 Url : <a href="http://www.yourcba.com">http://www.yourcba.com</a> Joe Berry Manual Posting	N	0
5	City College of San Francisco 50 Phelan Ave. San Francisco, California 94112 Email : CareerCenter@ccsf.edu Career Center	N	0
6	Cumulus Careers Website 3280 Peachtree Road NW Suite 2200 Atlanta, Georgia 30305 Url : <a href="http://www.cumulusmedia.jobs.net/">www.cumulusmedia.jobs.net/</a> Job Listing Manual Posting	N	8
7	Experience Unlimited 745 Franklin St. Lower Level San Francisco, California 94102 Email : eusf.membership@gmail.com Fax : 1-415-749-7478 Sylvia Gonzales	N	0



## KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## EEO PUBLIC FILE REPORT

August 1, 2020 - July 31, 2021

## II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
8	Glass Door 100 Shoreline Hwy Bld. A Mill Valley, California 94941 Jobs Posting Manual Posting	N	0
9	Indeed.com - Not Directly Contacted by SEU	N	3
10	Job Is Job Unknown Unknown, California Job Listing Manual Posting	N	0
11	LinkedIn / Word of Mouth	N	2
12	My Job Helper 33 Irving Place New York, New York 10003 Job Listing Manual Posting	N	0
13	National Lesbian & Gay Journalist Association 2120 L St NW Ste. 850 Washington, District of Columbia 20037 Email : info@nlga.org Association Association	N	0
14	NOVA 505 W. Olive Ave. #550 Sunnyvale, California 94086 Email : jobs@novaworks.org Fax : 1-408-730-7643 Joyce Nolan	N	0
15	Oodle 340 S Lemon Ave #3604 Walnut, California 91789 Job Listing Manual Posting	N	0
16	Santa Rosa Junior College 1501 Mendocino Ave. Santa Rosa, California 95401 Phone : 707-521-7946 Email : kkinahan@santarosa.edu Kim Kinahan	N	0

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**

**EEO PUBLIC FILE REPORT**

August 1, 2020 - July 31, 2021

**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
17	Stanford University 450 Serra Mall Stanford, California 94305 Email : vpstudentaffairs@stanford.edu Career Center	N	0
18	The Job Spider Unknown Unknown, California Job Listing Manual Posting	N	0
19	Trovit Unknown Unknown, California Job Listing Manual Posting	N	0
20	UC Berkeley Career Center 2440 Bancroft Way Berkeley, California 94720 Fax : 1-510-642-6987 Ray Angle	N	0
21	Word of Mouth Referral	N	5
22	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>18</b>

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**

**EEO PUBLIC FILE REPORT**

**August 1, 2020 - July 31, 2021**

**III. RECRUITMENT INITIATIVES**

	<b>Date</b>	<b>Type of Recruitment Initiative (Menu Selection)</b>	<b>Brief Description Of Activity</b>	<b>No. of Stations Participants</b>	<b>Participant Title</b>
1	9/26/2020	Participation in other activities designed by the station employment unit	On September 26 and September 27th, 2020, our SEU hosted a program titled "Broadcasters Path." This Program was developed/designed by one of our KNBR(AM)/-FM On-Air Hosts to educate attendees about the broadcasting profession and provide aspiring broadcasters with valuable resources that will help facilitate the realization of their professional goal(s). As its Host, our KNBR(AM)/-FM On-Air Host was joined by an impressive group of guest speakers. This two-day "Zoom" event covered topics such as hosting, interviewing, commentary, writing, play-by-play, networking, and being on camera. Attendees were able to share their own work and gain insightful feedback and advice from the Host and guest speakers. Our SEU promoted this Program over the air on KNBR(AM)/-FM as well as on the KNBR(AM)/-FM website.	2	KNBR On Air Host Program Director
2	11/16/2020	Participation in events or programs sponsored by educational institutions	On November 16, 2020, our SEU hosted a webinar for the student members of the Broadcast Club at the Creative Arts Charter School in San Francisco. Students were provided with an opportunity to learn about careers in radio broadcasting.	1	Promotions Director
3	3/2/2021	Provision of training to management	On March 2, 2021, our Director of Finance & Administration attended a webinar, lead by the California Broadcaster's Association & TLP Law, that covered FCC EEO training topics and best practices for public file management.	1	Director of Finance & Administration

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**

**EEO PUBLIC FILE REPORT**

**August 1, 2020 - July 31, 2021**

**III. RECRUITMENT INITIATIVES**

	<b>Date</b>	<b>Type of Recruitment Initiative (Menu Selection)</b>	<b>Brief Description Of Activity</b>	<b>No. of Stations Participants</b>	<b>Participant Title</b>
4	3/20/2021	Participation in other activities designed by the station employment unit	On March 20 and 21st 2021, our SEU hosted a program titled "Broadcasters Path." This Program was developed/designed by one of our KNBR(AM)/-FM On-Air Hosts to educate attendees about the broadcasting profession and provide aspiring broadcasters with valuable resources that will help facilitate the realization of their professional goal(s). As its Host, our KNBR(AM)/-FM On-Air Host was joined by an impressive group of guest speakers. This two-day "Zoom" event covered topics such as hosting, interviewing, commentary, writing, play-by-play, networking, and being on camera. Attendees were able to share their own work and gain insightful feedback and advice from the Host and guest speakers. Our SEU promoted this Program over the air on KNBR(AM)/-FM as well as on the KNBR(AM)/-FM website.	2	KNBR On Air Host Program Director
5	4/9/2021	Participation in Job Fairs	On April 9, 2021, our SEU participated in the 21st annual Diversity Employment Day Career Fair. Due to COVID-19, this was a virtual job fair, attended by our Director of Finance & Administration, who spoke with attendees about job opportunities within the SEU.	1	Director of Finance & Administration

## **Attachment B**

# KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## Vacancy Data Form

### Sales Assistant

Recruitment source referring hiree: Word of Mouth Referral

Date of hire: 9/3/2019

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
1	Academy of Art University 79 New Montgomery St. San Francisco, California 94105 Email : industryoncampus@academyart.edu Academic Career Center	N	0
2	Arriba Juntos 1850 Mission St. San Francisco, California 94103 Email : ggarcia@arribajuntos.org Fax : 1-415-863-9314 Gladys Garcia	N	0
3	California Broadcasters Assoc. 915 "L" Street Suite #1150 Sacramento, California 95814 Phone : 916-444-2237 Url : <a href="http://www.yourcba.com">http://www.yourcba.com</a> Joe Berry Manual Posting	N	0
4	City College of San Francisco 50 Phelan Ave. San Francisco, California 94112 Email : CareerCenter@ccsf.edu Career Center	N	0
5	Cumulus Careers Website 3280 Peachtree Road NW Suite 2200 Atlanta, Georgia 30305 Url : <a href="http://www.cumulusmedia.jobs.net/">www.cumulusmedia.jobs.net/</a> Job Listing Manual Posting	N	0
7	Experience Unlimited 745 Franklin St. Lower Level San Francisco, California 94102 Email : eusf.membership@gmail.com Fax : 1-415-749-7478 Sylvia Gonzales	N	0

# KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## Vacancy Data Form

### Sales Assistant

Recruitment source referring hiree: Word of Mouth Referral

Date of hire: 9/3/2019

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
8	Glass Door 100 Shoreline Hwy Bld. A Mill Valley, California 94941 Jobs Posting Manual Posting	N	0
9	Indeed.com 6433 Champion Grandview Way Austin, Texas 78750 Job Posting Manual Posting	N	0
10	Inside Radio P.O. Box 567925 Atlanta, Georgia 31156 Email : contact@insideradio.com Radio Site	N	0
12	Link Up 430 1st Ave. N Ste. 790 Minneapolis, Minnesota 55401 Jobs Posting Manual Posting	N	0
13	Monster 133 Boston Post Rd. Weston, Massachusetts 02493 Career Site Manual Posting	N	0
14	National Lesbian & Gay Journalist Association 2120 L St NW Ste. 850 Washington, District of Columbia 20037 Email : info@nlgja.org Association Association	N	0
15	NOVA 505 W. Olive Ave. #550 Sunnyvale, California 94086 Email : jobs@novaworks.org Fax : 1-408-730-7643 Joyce Nolan	N	0

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM****Vacancy Data Form****Sales Assistant**

Recruitment source referring hiree: Word of Mouth Referral

Date of hire: 9/3/2019

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS</b>
16	San Francisco State University 2130 Fulton St. San Francisco, California 94117 Email : csldrecruit@sfsu.edu Career Center	N	0
18	St. Mary's College 1928 St Marys Rd. Moraga, California 94575 Email : careers@stmarys-ca.edu Career Center	N	0
19	Stanford University 450 Serra Mall Stanford, California 94305 Email : vpstudentaffairs@stanford.edu Career Center	N	0
20	UC Berkeley Career Center 2440 Bancroft Way Berkeley, California 94720 Fax : 1-510-642-6987 Ray Angle	N	0
21	Word of Mouth Referral	N	3
22	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
23	Zip Recruiter 1453 Third St. Ste. 335 Santa Monica, California 90401 Career Site Manual Posting	N	0
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>3</b>



**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**

**Fax and E-mail verification summary report for Sales Assistant**

**Position: Sales Assistant**

**Hire Date: September 3, 2019**

This report, generated by Broadcast1 Source, verifies that KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM used Broadcast1 Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1 Source

**From:** contact@broadcast1source.com

**Details:**

**Cumulus Media | San Francisco** has an immediate opening for a full time **Sales Assistant** for our **6** station cluster. The sales assistant is an integral part of a radio advertising sales team and provides administrative support to the sales reps and managers. The ideal candidate will be dependable, hardworking and have the ability to balance multiple deadline-oriented projects while maintaining a great attitude and sense of humor in a fast-paced work environment. If this sounds like you, and you are looking for a great opportunity to learn the sales side of the radio broadcasting industry, read on.

**Who We Are:**

Cumulus Media San Francisco is home to six of the Bay Area's favorite radio stations –KNBR 680 & 1050, KFOG, KSAN (107.7 The Bone), KGO, and KSFO. Our award-winning stations feature Music that Matters on KFOG; Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success.

Cumulus owns and operates 460 radio stations in 94 U.S. markets, as well as Westwood One Networks, serving over 10,000 stations worldwide. Over 225 million people per week engage with a Cumulus or Westwood One asset making it an exciting and unique career opportunity! We are constantly creating new windows for success and strive to provide world class tools to help you succeed and reach your full potential as an employee.

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**

**Fax and E-mail verification summary report for Sales Assistant**

**Key Responsibilities:**

- Primary role is acting as a liaison between our sales team, our clients and our other inter-company departments
- Organize and input both new and revised orders; assist in creating sales proposals, digital campaigns; and provide customer care to help eliminate problems, and grow our business
- Assists Account Executives with orders and traffic as needed
- Prepares and assembles reports and presentations
- Provide research materials using Tapscan, Media Monitors, Scarborough, etc.
- Keep sales materials/ media kits up to date
- Backup for Account Executives as needed to input traffic instructions into Vcreative
- Backup for Receptionist
- Attend National promotions as needed
- Answers telephones, type correspondence and schedules appointments
- Maintains account lists and mailing lists and employee lists
- Provide support to clients by providing documents, forms and other paperwork to ensure seamless execution of client media buys
- Assist Traffic Managers by gathering copy and traffic and working to solve clearance issues
- Works on highly time sensitive projects, adhering to deadlines
- Manages multiple project requests simultaneously with quick turnaround time
- Responsible for entering National orders and commercial copy
- Additional duties as designated by the General Sales Manager, Market Manager or Business Manager related to sales or administrative functions

**Requirements:**

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**

**Fax and E-mail verification summary report for Sales Assistant**

**What we offer:**

- Competitive pay
- Professional growth and career path
- Focused, responsible and collaborative work environment with the ability, to ask "what if" and try innovative solutions
- Medical, Dental & Vision Insurance coverage
- 401K with company match to plan for the long-term
- Paid Vacation & Holidays

For immediate consideration, please visit [www.cumulus.com/work-here/](http://www.cumulus.com/work-here/)

For more information about Cumulus Media, Inc., visit our website

at: <https://www.cumulus.com>

**Cumulus Media, Inc. is proud to be an Equal Opportunity Employer (EOE).**

**Experience:**

- 1-3 Years of experience in sales, marketing, advertising and/or promotions preferred
- Extensive computer skills including but not limited to extensive knowledge of Microsoft Office, Word, PowerPoint, Excel, image manipulation, social media and the ability to adapt to proprietary computer systems
- Background in radio station continuity or sales helpful
- Self-starter that is detail oriented, organized, and must be excellent at written and oral communication and possess strong multitasking skills
- Dependable with a strong work ethic and possess a team player attitude
- Aptitude to make decisions and work independently without immediate direction or supervision
- Ability to interact with management and staff at all levels

**Additional Information:**

**Contact:**

[www.cumulus.com/work-here/](http://www.cumulus.com/work-here/)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Ryan Hill at [ryan.hill@cumulus.com](mailto:ryan.hill@cumulus.com)

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**  
**Fax and E-mail verification summary report for Sales Assistant**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
1	<b>Academy of Art University</b> E-mail: industryoncampus@academyart.edu	Sent: 8/5/2019 7:37:32 PM
2	<b>Arriba Juntos</b> Fax: 1-415-863-9314	Sent: 8/5/2019 7:39:14 PM
4	<b>City College of San Francisco</b> E-mail: CareerCenter@ccsf.edu	Sent: 8/5/2019 7:37:32 PM
7	<b>Experience Unlimited</b> E-mail: eusf.membership@gmail.com	Sent: 8/5/2019 7:37:33 PM
10	<b>Inside Radio</b> E-mail: contact@insideradio.com	Sent: 8/5/2019 7:37:33 PM
14	<b>National Lesbian &amp; Gay Journalist Association</b> E-mail: info@nljga.org	Sent: 8/5/2019 7:37:32 PM
15	<b>NOVA</b> Fax: 1-408-730-7643	Sent: 8/5/2019 7:39:16 PM
16	<b>San Francisco State University</b> E-mail: csldrecruit@sfsu.edu	Sent: 8/5/2019 7:37:31 PM
18	<b>St. Mary's College</b> E-mail: careers@stmarys-ca.edu	Sent: 8/5/2019 7:37:32 PM
19	<b>Stanford University</b> E-mail: vpstudentaffairs@stanford.edu	Sent: 8/5/2019 7:37:31 PM
20	<b>UC Berkeley Career Center</b> Fax: 1-510-642-6987	Sent: 8/5/2019 7:39:13 PM
22	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 8/5/2019 7:37:31 PM

# KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## Vacancy Data Form

### Account Executive

Recruitment source referring hiree: Word of Mouth Referral

Date of hire: 1/21/2020

Recruitment source referring hiree: Word of Mouth Referral

Date of hire: 3/9/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
1	Academy of Art University 79 New Montgomery St. San Francisco, California 94105 Email : industryoncampus@academyart.edu Academic Career Center	N	0
2	Arriba Juntos 1850 Mission St. San Francisco, California 94103 Email : ggarcia@arribajuntos.org Fax : 1-415-863-9314 Gladys Garcia	N	0
3	California Broadcasters Assoc. 915 "L" Street Suite #1150 Sacramento, California 95814 Phone : 916-444-2237 Url : http://www.yourcba.com Joe Berry Manual Posting	N	0
4	City College of San Francisco 50 Phelan Ave. San Francisco, California 94112 Email : CareerCenter@ccsf.edu Career Center	N	0
5	Cumulus Careers Website 3280 Peachtree Road NW Suite 2200 Atlanta, Georgia 30305 Url : www.cumulusmedia.jobs.net/ Job Listing Manual Posting	N	0
7	Experience Unlimited 745 Franklin St. Lower Level San Francisco, California 94102 Email : eusf.membership@gmail.com Fax : 1-415-749-7478 Sylvia Gonzales	N	0

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM****Vacancy Data Form****Account Executive**

Recruitment source referring hiree: Word of Mouth Referral

Date of hire: 1/21/2020

Recruitment source referring hiree: Word of Mouth Referral

Date of hire: 3/9/2020

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS</b>
8	Glass Door 100 Shoreline Hwy Bld. A Mill Valley, California 94941 Jobs Posting Manual Posting	N	0
9	Indeed.com 6433 Champion Grandview Way Austin, Texas 78750 Job Posting Manual Posting	N	1
10	Inside Radio P.O. Box 567925 Atlanta, Georgia 31156 Email : contact@insideradio.com Radio Site	N	0
12	Link Up 430 1st Ave. N Ste. 790 Minneapolis, Minnesota 55401 Jobs Posting Manual Posting	N	0
13	Monster 133 Boston Post Rd. Weston, Massachusetts 02493 Career Site Manual Posting	N	0
14	National Lesbian & Gay Journalist Association 2120 L St NW Ste. 850 Washington, District of Columbia 20037 Email : info@nljja.org Association Association	N	0

# KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## Vacancy Data Form

### Account Executive

Recruitment source referring hiree: Word of Mouth Referral

Date of hire: 1/21/2020

Recruitment source referring hiree: Word of Mouth Referral

Date of hire: 3/9/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
15	NOVA 505 W. Olive Ave. #550 Sunnyvale, California 94086 Email : jobs@novaworks.org Fax : 1-408-730-7643 Joyce Nolan	N	0
16	San Francisco State University 2130 Fulton St. San Francisco, California 94117 Email : csldrecruit@sfsu.edu Career Center	N	0
17	Santa Rosa Junior College 1501 Mendocino Ave. Santa Rosa, California 95401 Phone : 707-521-7946 Email : kkinahan@santarosa.edu Kim Kinahan	N	0
18	St. Mary's College 1928 St Marys Rd. Moraga, California 94575 Email : careers@stmarys-ca.edu Career Center	N	0
19	Stanford University 450 Serra Mall Stanford, California 94305 Email : vpstudentaffairs@stanford.edu Career Center	N	0
20	UC Berkeley Career Center 2440 Bancroft Way Berkeley, California 94720 Fax : 1-510-642-6987 Ray Angle	N	0
21	Word of Mouth Referral	N	5

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**

**Vacancy Data Form**

**Account Executive**

Recruitment source referring hiree: Word of Mouth Referral

Date of hire: 1/21/2020

Recruitment source referring hiree: Word of Mouth Referral

Date of hire: 3/9/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
22	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
23	Zip Recruiter 1453 Third St. Ste. 335 Santa Monica, California 90401 Career Site Manual Posting	N	0
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>6</b>



**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**  
**Fax and E-mail verification summary report for Account Executive**

**Position: Account Executive**

**Hire Date: January 21, 2020**

This report, generated by Broadcast1Source, verifies that KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

Cumulus Media | San Francisco is looking to hire a dynamic forward-thinking Account Executive who is seeking a strong career opportunity in outside local sales and has the keen ability and determination to sell the power of our audiences through various platforms: on-air, digital, mobile and event. Candidates must have the ability to develop/retain new business, secure face-to-face qualified sales calls, manage/grow account portfolios, prioritize their day/work assignments, meet deadlines, sales budgets, and deal effectively with other departments. Professional training will be provided immediately including but not limited to prospecting, cold calling, sales presentations, negotiating and closing skills, media knowledge, event and digital sales, and coverage of topics such as agency strategy and client level selling.

**Who We Are:**

Cumulus | San Francisco is home to six of the Bay Area's favorite radio stations -KNBR AM (680/1050) & KNBR -FM, KSAN (107.7 The Bone), KGO and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success.

Cumulus owns and operates 446 radio stations in 90 U.S. markets, as well as Westwood One Networks, serving over 8,000 stations worldwide. Over 225 million people per week engage with a Cumulus or Westwood One asset making it an exciting and unique career opportunity! We are constantly creating new windows for success and strive to provide world class tools to help you succeed and reach your full potential as an employee.

**Requirements:**

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**  
**Fax and E-mail verification summary report for Account Executive**

**Qualifications:**

- Proficient in Microsoft Office suite, social networking platforms and CRM tools
- Excellent communication skills
- Experience developing new business relationships in an outside sales role
- Excellent presenter to clients of sales opportunities and post-sale successes
- Strong understanding of lead generation and ability to connect with viable prospects
- Comprehension of sales metrics in order to fill a sales funnel and robust pipeline of residual business
- Positive attitude with the willingness to get beyond comfort zone to grow professionally
- High energy and passion for the job
- Flexible and creative
- Digitally savvy
- Bachelor's Degree in Business, Marketing or related field is preferred

**Experience:**

**Key Responsibilities:**

- Able to identify client business needs by gaining a deep understanding of their goals, objectives and processes as well as their external environment including key market and consumer trends to proactively develop customized advertising solutions to meet client objectives
- Deliver effective multi-platform, integrated sales presentations (broadcast, digital, events); negotiation and closing
- Beyond our broadcast products, have strong familiarity and become full-versed in selling both Cumulus' station digital assets (e.g. streaming, stations website and social advertising) and digital audience extension products to deliver a complete marketing solution to advertisers
- Excel at prospecting and aggressively seeking new clientele by networking, cold calling, canvassing, referrals or other means to build and maintain a full pipeline of sales prospects
- Follow all station and corporate procedures for preparing orders, resolving billing issues, submitting regular reports regarding sales, pipeline lists, forecasts and competitive analysis
- Stay abreast of the competitive landscape and emerging technologies to best position Cumulus in the marketplace
- Think creatively and generate original ideas

**Additional Information:**

What we offer: Commission-based organization with uncapped earning potential  
Focused, responsible and collaborative work environment with the ability, to ask "what if" and try innovative solutions  
Medical, Dental & Vision Insurance coverage  
401K with company match to plan for the long-term  
Paid Vacation & Holidays

**Contact:**

For immediate consideration, please visit [www.cumulusmedia.com/work-here/](http://www.cumulusmedia.com/work-here/)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email John Mercado at [john.mercado@cumulus.com](mailto:john.mercado@cumulus.com)

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM  
Fax and E-mail verification summary report for Account Executive**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Academy of Art University</b> E-mail: industryoncampus@academyart.edu	Sent: 10/29/2019 3:12:39 PM
<b>2</b>	<b>Arriba Juntos</b> Fax: 1-415-863-9314	Sent: 10/29/2019 3:15:01 PM
<b>4</b>	<b>City College of San Francisco</b> E-mail: CareerCenter@ccsf.edu	Sent: 10/29/2019 3:12:39 PM
<b>7</b>	<b>Experience Unlimited</b> E-mail: eusf.membership@gmail.com	Sent: 10/29/2019 3:12:40 PM
<b>10</b>	<b>Inside Radio</b> E-mail: contact@insideradio.com	Sent: 10/29/2019 3:12:41 PM
<b>14</b>	<b>National Lesbian &amp; Gay Journalist Association</b> E-mail: info@nlgia.org	Sent: 10/29/2019 3:12:40 PM
<b>15</b>	<b>NOVA</b> Fax: 1-408-730-7643	Sent: 10/29/2019 3:14:20 PM
<b>16</b>	<b>San Francisco State University</b> E-mail: csldrecruit@sfsu.edu	Sent: 10/29/2019 3:12:38 PM
<b>17</b>	<b>Santa Rosa Junior College</b> E-mail: kkinahan@santarosa.edu	Sent: 10/29/2019 3:12:40 PM
<b>18</b>	<b>St. Mary's College</b> E-mail: careers@stmarys-ca.edu	Sent: 10/29/2019 3:12:39 PM
<b>19</b>	<b>Stanford University</b> E-mail: vpstudentaffairs@stanford.edu	Sent: 10/29/2019 3:12:39 PM
<b>20</b>	<b>UC Berkeley Career Center</b> Fax: 1-510-642-6987	Sent: 10/29/2019 3:15:53 PM
<b>22</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 10/29/2019 3:12:38 PM



WHERE EVERY VOICE MATTERS

## Career Opportunities at CUMULUS MEDIA

### About CUMULUS MEDIA

CUMULUS MEDIA (NASDAQ: CMLS) is a leading audio-first media and entertainment company delivering premium content to over a quarter billion people every month — wherever and whenever they want it. CUMULUS MEDIA engages listeners with high-quality local programming through 428 owned-and-operated stations across 87 markets; delivers nationally-syndicated sports, news, talk, and entertainment programming from iconic brands including the NFL, the NCAA, the Masters, the Olympics, the American Country Music Awards, and many other world-class partners across nearly 8,000 affiliated stations through Westwood One, the largest audio network in America; and inspires listeners through its rapidly growing network of original podcasts that are smart, entertaining and thought-provoking. CUMULUS MEDIA provides advertisers with local impact and national reach through on-air, digital, mobile, and voice-activated media solutions, as well as access to integrated digital marketing services, powerful influencers, and live event experiences. CUMULUS MEDIA is the only audio media company to provide marketers with local and national advertising performance guarantees. For more information visit [www.cumulusmedia.com](http://www.cumulusmedia.com).

Like 10K people like this. Sign Up to see what your friends like.

Share with friends  
or Subscribe!



[Back To Openings](#)

## Account Executive

Department: Sales  
Location: San Francisco, CA

[START YOUR APPLICATION](#)

Cumulus Media | San Francisco is looking to hire a dynamic forward-thinking Account Executive who is seeking a strong career opportunity in outside local sales and has the keen ability and determination to sell the power of our audiences through various platforms: on-air, digital, mobile and event. Candidates must have the ability to develop/retain new business, secure

face-to-face qualified sales calls, manage/grow account portfolios, prioritize their day/work assignments, meet deadlines sales budgets, and deal effectively with other departments. Professional training will be provided immediately including but not limited to prospecting, cold calling, sales presentations, negotiating and closing skills, media knowledge, event and direct sales, and coverage of topics such as agency strategy and client level selling.

#### **Who We Are:**

Cumulus | San Francisco is home to six of the Bay Area's favorite radio stations –KNBR AM (680/1050) & KNBR –FM, KSAN (107.7 The Bone), KGO and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success.

Cumulus owns and operates 446 radio stations in 90 U.S. markets, as well as Westwood One Networks, serving over 8,000 stations worldwide. Over 225 million people per week engage with a Cumulus or Westwood One asset making it an exciting and unique career opportunity! We are constantly creating new windows for success and strive to provide world class tools help you succeed and reach your full potential as an employee.

#### **Key Responsibilities:**

- Able to identify client business needs by gaining a deep understanding of their goals, objectives and processes as well as their external environment including key market and consumer trends to proactively develop customized advertising solutions to meet client objectives
- Deliver effective multi-platform, integrated sales presentations (broadcast, digital, events); negotiation and closing
- Beyond our broadcast products, have strong familiarity and become full-versed in selling both Cumulus' station digital assets (e.g. streaming, stations website and social advertising) and digital audience extension products to deliver a complete marketing solution to advertisers
- Excel at prospecting and aggressively seeking new clientele by networking, cold calling, canvassing, referrals or other means to build and maintain a full pipeline of sales prospects
- Follow all station and corporate procedures for preparing orders, resolving billing issues, submitting regular reports regarding sales, pipeline lists, forecasts and competitive analysis
- Stay abreast of the competitive landscape and emerging technologies to best position Cumulus in the marketplace
- Think creatively and generate original ideas

#### **Qualifications:**

- Proficient in Microsoft Office suite, social networking platforms and CRM tools
- Excellent communication skills
- Experience developing new business relationships in an outside sales role
- Excellent presenter to clients of sales opportunities and post-sale successes
- Strong understanding of lead generation and ability to connect with viable prospects
- Comprehension of sales metrics in order to fill a sales funnel and robust pipeline of residual business
- Positive attitude with the willingness to get beyond comfort zone to grow professionally
- High energy and passion for the job
- Flexible and creative
- Digitally savvy
- Bachelor's Degree in Business, Marketing or related field is preferred

#### **What we offer:**

- Commission-based organization with uncapped earning potential
- Focused, responsible and collaborative work environment with the ability, to ask "what if" and try innovative solutions
- Medical, Dental & Vision Insurance coverage
- 401K with company match to plan for the long-term
- Paid Vacation & Holidays

For immediate consideration, please visit [www.cumulusmedia.com/work-here/](http://www.cumulusmedia.com/work-here/)

10/29/2019

Account Executive - CUMULUS MEDIA is a company where every voice matters, starting with our workFORCE.

For more information about Cumulus Media, Inc., visit our website at: <https://www.cumulusmedia.com>

Cumulus Media, Inc. is proud to be an Equal Opportunity Employer (EOE).

Cumulus is an Equal Opportunity Employer (EEO)

*Visit Our Home*

© 2019 Cumulus M

*Applicant Tracking System Powered by*  ClearComp

# KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## Vacancy Data Form

### Sales Assistant

Recruitment source referring hiree: Indeed.com

Date of hire: 1/8/2020

Recruitment source referring hiree: Indeed.com

Date of hire: 3/9/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
1	Academy of Art University 79 New Montgomery St. San Francisco, California 94105 Email : industryoncampus@academyart.edu Academic Career Center	N	0
2	Arriba Juntos 1850 Mission St. San Francisco, California 94103 Email : ggarcia@arribajuntos.org Fax : 1-415-863-9314 Gladys Garcia	N	0
3	California Broadcasters Assoc. 915 "L" Street Suite #1150 Sacramento, California 95814 Phone : 916-444-2237 Url : http://www.yourcba.com Joe Berry Manual Posting	N	0
4	City College of San Francisco 50 Phelan Ave. San Francisco, California 94112 Email : CareerCenter@ccsf.edu Career Center	N	0
5	Cumulus Careers Website 3280 Peachtree Road NW Suite 2200 Atlanta, Georgia 30305 Url : www.cumulusmedia.jobs.net/ Job Listing Manual Posting	N	1
7	Experience Unlimited 745 Franklin St. Lower Level San Francisco, California 94102 Email : eusf.membership@gmail.com Fax : 1-415-749-7478 Sylvia Gonzales	N	0

# KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## Vacancy Data Form

### Sales Assistant

Recruitment source referring hiree: Indeed.com

Date of hire: 1/8/2020

Recruitment source referring hiree: Indeed.com

Date of hire: 3/9/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
8	Glass Door 100 Shoreline Hwy Bld. A Mill Valley, California 94941 Jobs Posting Manual Posting	N	0
9	Indeed.com 6433 Champion Grandview Way Austin, Texas 78750 Job Posting Manual Posting	N	4
10	Inside Radio P.O. Box 567925 Atlanta, Georgia 31156 Email : contact@insideradio.com Radio Site	N	0
12	Link Up 430 1st Ave. N Ste. 790 Minneapolis, Minnesota 55401 Jobs Posting Manual Posting	N	0
13	Monster 133 Boston Post Rd. Weston, Massachusetts 02493 Career Site Manual Posting	N	0
14	National Lesbian & Gay Journalist Association 2120 L St NW Ste. 850 Washington, District of Columbia 20037 Email : info@nljja.org Association Association	N	0



**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM****Vacancy Data Form****Sales Assistant**

Recruitment source referring hiree: Indeed.com

Date of hire: 1/8/2020

Recruitment source referring hiree: Indeed.com

Date of hire: 3/9/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
15	NOVA 505 W. Olive Ave. #550 Sunnyvale, California 94086 Email : jobs@novaworks.rg Fax : 1-408-730-7643 Joyce Nolan	N	0
17	Santa Rosa Junior College 1501 Mendocino Ave. Santa Rosa, California 95401 Phone : 707-521-7946 Email : kkinahan@santarosa.edu Kim Kinahan	N	0
18	St. Mary's College 1928 St Marys Rd. Moraga, California 94575 Email : careers@stmarys-ca.edu Career Center	N	0
19	Stanford University 450 Serra Mall Stanford, California 94305 Email : vpstudentaffairs@stanford.edu Career Center	N	0
20	UC Berkeley Career Center 2440 Bancroft Way Berkeley, California 94720 Fax : 1-510-642-6987 Ray Angle	N	0
21	Word of Mouth Referral	N	1

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM****Vacancy Data Form****Sales Assistant**

Recruitment source referring hiree: Indeed.com

Date of hire: 1/8/2020

Recruitment source referring hiree: Indeed.com

Date of hire: 3/9/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
22	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
23	Zip Recruiter 1453 Third St. Ste. 335 Santa Monica, California 90401 Career Site Manual Posting	N	0
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>6</b>

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**

**Fax and E-mail verification summary report for Sales Assistant**

**Position: Sales Assistant**

**Hire Date: January 8, 2020**

This report, generated by Broadcast1 Source, verifies that KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM used Broadcast1 Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1 Source

**From:** contact@broadcast1source.com

**Details:**

**Cumulus Media | San Francisco** has an immediate opening for a full time **Sales Assistant** for our 6 station cluster. The sales assistant is an integral part of a radio advertising sales team and provides administrative support to the sales reps and managers. The ideal candidate will be dependable, hardworking and have the ability to balance multiple deadline-oriented projects while maintaining a great attitude and sense of humor in a fast-paced work environment. If this sounds like you, and you are looking for a great opportunity to learn the sales side of the radio broadcasting industry, read on.

**Who We Are:**

**Cumulus | San Francisco** is home to six of the Bay Area's favorite radio stations -KNBR AM (680/1050) & KNBR-FM, KSAN (107.7 The Bone), KGO and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success. Cumulus owns and operates 446 radio stations in 90 U.S. markets, as well as Westwood One Networks, serving over 8,000 stations worldwide. Over 225 million people per week engage with a Cumulus or Westwood One asset making it an exciting and unique career opportunity! We are constantly creating new windows for success and strive to provide world class tools to help you succeed and reach your full potential as an employee.

**Requirements:**

**Qualifications:**

1-3 Years of experience in sales, marketing, advertising and/or promotions preferred  
Extensive computer skills including but not limited to extensive knowledge of Microsoft Office, Word, PowerPoint, Excel, image manipulation, social media and the ability to adapt to proprietary computer systems  
Background in radio station continuity or sales helpful  
Self-starter that is detail oriented, organized, and must be excellent at written and oral communication and possess strong multitasking skills  
Dependable with a strong work ethic and possess a team player attitude  
Aptitude to make decisions and work independently without immediate direction or supervision  
Ability to interact with management and staff at all levels

**Experience:**

## **KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**

### **Fax and E-mail verification summary report for Sales Assistant**

#### **Key Responsibilities:**

Primary role is acting as a liaison between our sales team, our clients and our other inter-company departments  
Organize and input both new and revised orders; assist in creating sales proposals, digital campaigns; and provide customer care to help eliminate problems, and grow our business  
Assists Account Executives with orders and traffic as needed  
Prepares and assembles reports and presentations  
Provide research materials using Tapscan, Media Monitors, Scarborough, etc.  
Keep sales materials/ media kits up to date  
Backup for Account Executives as needed to input traffic instructions into Vcreative  
Backup for Receptionist  
Attend National promotions as needed  
Answers telephones, type correspondence and schedules appointments  
Maintains account lists and mailing lists and employee lists  
Provide support to clients by providing documents, forms and other paperwork to ensure seamless execution of client media buys  
Assist Traffic Managers by gathering copy and traffic and working to solve clearance issues  
Works on highly time sensitive projects, adhering to deadlines  
Manages multiple project requests simultaneously with quick turnaround time  
Responsible for entering National orders and commercial copy  
Additional duties as designated by the General Sales Manager, Market Manager or Business Manager related to sales or administrative functions

#### **Additional Information:**

What we offer:Competitive payProfessional growth and career pathFocused, responsible and collaborative work environment with the ability, to ask "what if" and try innovative solutionsMedical, Dental & Vision Insurance coverage401K with company match to plan for the long-termPaid Vacation & HolidaysFor immediate consideration, please visit [www.cumulus.com/work-here/](http://www.cumulus.com/work-here/)For more information about Cumulus Media, Inc., visit our website at: <https://www.cumulus.com>Cumulus Media, Inc. is proud to be an Equal Opportunity Employer (EOE).

#### **Contact:**

<https://www.cumulusmedia.com/careers/>

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email John Mercado at [john.mercado@cumulus.com](mailto:john.mercado@cumulus.com)

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**  
**Fax and E-mail verification summary report for Sales Assistant**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
1	<b>Academy of Art University</b> E-mail: industryoncampus@academyart.edu	Sent: 11/5/2019 8:31:33 PM
2	<b>Arriba Juntos</b> Fax: 1-415-863-9314	Sent: 11/5/2019 8:34:21 PM
4	<b>City College of San Francisco</b> E-mail: CareerCenter@ccsf.edu	Sent: 11/5/2019 8:31:33 PM
7	<b>Experience Unlimited</b> E-mail: eusf.membership@gmail.com	Sent: 11/5/2019 8:31:34 PM
10	<b>Inside Radio</b> E-mail: contact@insideradio.com	Sent: 11/5/2019 8:31:34 PM
14	<b>National Lesbian &amp; Gay Journalist Association</b> E-mail: info@nlgja.org	Sent: 11/5/2019 8:31:34 PM
15	<b>NOVA</b> Fax: 1-408-730-7643	Sent: 11/5/2019 8:33:55 PM
17	<b>Santa Rosa Junior College</b> E-mail: kkinahan@santarosa.edu	Sent: 11/5/2019 8:31:33 PM
18	<b>St. Mary's College</b> E-mail: careers@stmarys-ca.edu	Sent: 11/5/2019 8:31:32 PM
19	<b>Stanford University</b> E-mail: vpstudentaffairs@stanford.edu	Sent: 11/5/2019 8:31:32 PM
20	<b>UC Berkeley Career Center</b> Fax: 1-510-642-6987	Sent: 11/5/2019 8:34:24 PM
22	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 11/5/2019 8:31:31 PM

[Find Jobs](#)[Company reviews](#)[Find salaries](#)[Upload your resume](#)[Sign in](#)[Employers / Post Job](#)

## Sales Assistant

Cumulus Media - San Francisco, CA 94105

### Cumulus Media

535 reviews

Read what people are saying about working here.

Apply Now

♡ Save this job

**CUMULUS MEDIA | San Francisco** has an immediate opening for a full time **Sales Assistant** for our 6 station cluster. The sales assistant is an integral part of a radio advertising sales team and provides administrative support to the sales reps and managers. The ideal candidate will be dependable, hardworking and have the ability to balance multiple deadline-oriented projects while maintaining a great attitude and sense of humor in a fast-paced work environment. If this sounds like you, and you are looking for a great opportunity to learn the sales side of the radio broadcasting industry, read on.

#### Who We Are:

**Cumulus | San Francisco** is home to six of the Bay Area's favorite radio stations –KNBR AM (680/1050) & KNBR-FM, KSAN (107.7 The Bone), KGO and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success.

We are constantly creating new windows for success and strive to provide world class tools to help you succeed and reach your full potential as an employee.

#### Key Responsibilities:

- Primary role is acting as a liaison between our sales team, our clients and our other inter-company departments
- Organize and input both new and revised orders; assist in creating sales proposals, digital campaigns; and provide customer care to help eliminate problems, and grow our business
- Assists Account Executives with orders and traffic as needed
- Prepares and assembles reports and presentations
- Provide research materials using Tapscan, Media Monitors, Scarborough, etc.
- Keep sales materials/ media kits up to date
- Backup for Account Executives as needed to input traffic instructions into Vcreative
- Backup for Receptionist
- Attend National promotions as needed
- Answers telephones, type correspondence and schedules appointments
- Maintains account lists and mailing lists and employee lists
- Provide support to clients by providing documents, forms and other paperwork to ensure seamless execution of client media buys
- Assist Traffic Managers by gathering copy and traffic and working to solve clearance issues
- Works on highly time sensitive projects, adhering to deadlines
- Manages multiple project requests simultaneously with quick turnaround time
- Responsible for entering National orders and commercial copy

- Additional duties as designated by the General Sales Manager, Market Manager or Business Manager related to sales or administrative functions

**Qualifications:**

- 1-3 Years of experience in sales, marketing, advertising and/or promotions preferred
- Extensive computer skills including but not limited to extensive knowledge of Microsoft Office, Word, PowerPoint, Excel, image manipulation, social media and the ability to adapt to proprietary computer systems
- Background in radio station continuity or sales helpful
- Self-starter that is detail oriented, organized, and must be excellent at written and oral communication and possess strong multitasking skills
- Dependable with a strong work ethic and possess a team player attitude
- Aptitude to make decisions and work independently without immediate direction or supervision
- Ability to interact with management and staff at all levels

**What we offer:**

- Competitive pay
- Professional growth and career path
- Focused, responsible and collaborative work environment with the ability, to ask "what if" and try innovative solutions
- Medical, Dental & Vision Insurance coverage
- 401K with company match to plan for the long-term
- Paid Vacation & Holidays

For immediate consideration, please visit [www.cumulus.com/work-here/](http://www.cumulus.com/work-here/)

For more information about CUMULUS MEDIA, visit our website at: <https://www.cumulus.com>

**CUMULUS MEDIA is proud to be an Equal Opportunity Employer (EOE).**

Cumulus Media - 4 days ago - report job

- original job

If you require alternative methods of application or screening, you must approach the employer directly to request this as Indeed is not responsible for the employer's application process.

Sales Assistant jobs in San Francisco, CA

Jobs at Cumulus Media in San Francisco, CA

Sales Assistant salaries in San Francisco, CA



**Job Title:** Sales Assistant  
**Job Category:** Administrative  
**Open Date:** 11/5/2019  
**Closing Date:** 2/7/2020  
**Job Type:** Full Time  
**City:** San Francisco  
**Zipcode:** 94111  
**State:** California  
**Url:** <https://www.cumulusmedia.com/careers/>

**Job Details:**

**Cumulus Media | San Francisco** has an immediate opening for a full time **Sales Assistant** for our 6 station cluster. The sales assistant is an integral part of a radio advertising sales team and provides administrative support to the sales reps and managers. The ideal candidate will be dependable, hardworking and have the ability to balance multiple deadline-oriented projects while maintaining a great attitude and sense of humor in a fast-paced work environment. If this sounds like you, and you are looking for a great opportunity to learn the sales side of the radio broadcasting industry, read on.

**Who We Are:**

**Cumulus | San Francisco** is home to six of the Bay Area's favorite radio stations –KNBR AM (680/1050) & KNBR-FM, KSAN (107.7 The Bone), KGO and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success.

Cumulus owns and operates 446 radio stations in 90 U.S. markets, as well as Westwood One Networks, serving over 8,000 stations worldwide. Over 225 million people per week engage with a Cumulus or Westwood One asset making it an exciting and unique career opportunity! We are constantly creating new windows for success and strive to provide world class tools to help you succeed and reach your full potential as an employee.

**Experience:**

**Key Responsibilities:**

- Primary role is acting as a liaison between our sales team, our clients and our other inter-company departments
- Organize and input both new and revised orders; assist in creating sales proposals, digital campaigns; and provide customer care to help eliminate problems, and grow our business
- Assists Account Executives with orders and traffic as needed
- Prepares and assembles reports and presentations
- Provide research materials using Tapscan, Media Monitors, Scarborough, etc.
- Keep sales materials/ media kits up to date



- Backup for Account Executives as needed to input traffic instructions into Vcreative
- Backup for Receptionist
- Attend National promotions as needed
- Answers telephones, type correspondence and schedules appointments
- Maintains account lists and mailing lists and employee lists
- Provide support to clients by providing documents, forms and other paperwork to ensure seamless execution of client media buys
- Assist Traffic Managers by gathering copy and traffic and working to solve clearance issues
- Works on highly time sensitive projects, adhering to deadlines
- Manages multiple project requests simultaneously with quick turnaround time
- Responsible for entering National orders and commercial copy
- Additional duties as designated by the General Sales Manager, Market Manager or Business Manager related to sales or administrative functions

**Requirements: Qualifications:**

- 1-3 Years of experience in sales, marketing, advertising and/or promotions preferred
- Extensive computer skills including but not limited to extensive knowledge of Microsoft Office, Word, PowerPoint, Excel, image manipulation, social media and the ability to adapt to proprietary computer systems
- Background in radio station continuity or sales helpful
- Self-starter that is detail oriented, organized, and must be excellent at written and oral communication and possess strong multitasking skills
- Dependable with a strong work ethic and possess a team player attitude
- Aptitude to make decisions and work independently without immediate direction or supervision
- Ability to interact with management and staff at all levels

**Additional Information:** What we offer: Competitive pay Professional growth and career path Focused, responsible and collaborative work environment with the ability, to ask “what if” and try innovative solutions Medical, Dental & Vision Insurance coverage 401K with company match to plan for the long-term Paid Vacation & Holidays For immediate consideration, please visit [www.cumulus.com/work-here/](http://www.cumulus.com/work-here/) For more information about Cumulus Media, Inc., visit our website at: <https://www.cumulus.com> Cumulus Media, Inc. is proud to be an Equal Opportunity Employer (EOE).

**Contact Details:** <https://www.cumulusmedia.com/careers/>

# KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## Vacancy Data Form

### KNBR Producer

Recruitment source referring hiree: Internal Transfer/Promotion

Date of hire: 1/1/2020

Recruitment source referring hiree: Internal Transfer/Promotion

Date of hire: 3/9/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
1	Academy of Art University 79 New Montgomery St. San Francisco, California 94105 Email : industryoncampus@academyart.edu Academic Career Center	N	0
2	Arriba Juntos 1850 Mission St. San Francisco, California 94103 Email : ggarcia@arribajuntos.org Fax : 1-415-863-9314 Gladys Garcia	N	0
3	California Broadcasters Assoc. 915 "L" Street Suite #1150 Sacramento, California 95814 Phone : 916-444-2237 Url : http://www.yourcba.com Joe Berry Manual Posting	N	0
4	City College of San Francisco 50 Phelan Ave. San Francisco, California 94112 Email : CareerCenter@ccsf.edu Career Center	N	0
5	Cumulus Careers Website 3280 Peachtree Road NW Suite 2200 Atlanta, Georgia 30305 Url : www.cumulusmedia.jobs.net/ Job Listing Manual Posting	N	4
6	Current Employee	N	2

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**

**Vacancy Data Form**

**KNBR Producer**

**Recruitment source referring hiree: Internal Transfer/Promotion**

**Date of hire: 1/1/2020**

**Recruitment source referring hiree: Internal Transfer/Promotion**

**Date of hire: 3/9/2020**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
7	Experience Unlimited 745 Franklin St. Lower Level San Francisco, California 94102 Email : eusf.membership@gmail.com Fax : 1-415-749-7478 Sylvia Gonzales	N	0
8	Glass Door 100 Shoreline Hwy Bld. A Mill Valley, California 94941 Jobs Posting Manual Posting	N	0
9	Indeed.com 6433 Champion Grandview Way Austin, Texas 78750 Job Posting Manual Posting	N	0
10	Inside Radio P.O. Box 567925 Atlanta, Georgia 31156 Email : contact@insideradio.com Radio Site	N	0
11	Internal Transfer/Promotion	N	2
12	Link Up 430 1st Ave. N Ste. 790 Minneapolis, Minnesota 55401 Jobs Posting Manual Posting	N	0
13	Monster 133 Boston Post Rd. Weston, Massachusetts 02493 Career Site Manual Posting	N	0

# KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## Vacancy Data Form

### KNBR Producer

Recruitment source referring hiree: Internal Transfer/Promotion

Date of hire: 1/1/2020

Recruitment source referring hiree: Internal Transfer/Promotion

Date of hire: 3/9/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
14	National Lesbian & Gay Journalist Association 2120 L St NW Ste. 850 Washington, District of Columbia 20037 Email : info@nljga.org Association Association	N	0
15	NOVA 505 W. Olive Ave. #550 Sunnyvale, California 94086 Email : jobs@novaworks.org Fax : 1-408-730-7643 Joyce Nolan	N	0
17	Santa Rosa Junior College 1501 Mendocino Ave. Santa Rosa, California 95401 Phone : 707-521-7946 Email : kkinahan@santarosa.edu Kim Kinahan	N	0
18	St. Mary's College 1928 St Marys Rd. Moraga, California 94575 Email : careers@stmarys-ca.edu Career Center	N	0
19	Stanford University 450 Serra Mall Stanford, California 94305 Email : vpstudentaffairs@stanford.edu Career Center	N	0
20	UC Berkeley Career Center 2440 Bancroft Way Berkeley, California 94720 Fax : 1-510-642-6987 Ray Angle	N	0
21	Word of Mouth Referral	N	2

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM****Vacancy Data Form****KNBR Producer****Recruitment source referring hiree: Internal Transfer/Promotion****Date of hire: 1/1/2020****Recruitment source referring hiree: Internal Transfer/Promotion****Date of hire: 3/9/2020**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS</b>
22	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
23	Zip Recruiter 1453 Third St. Ste. 335 Santa Monica, California 90401 Career Site Manual Posting	N	0
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>10</b>

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**  
**Fax and E-mail verification summary report for KNBR Producer**

**Position: KNBR Producer**

**Hire Date: January 1, 2020**

This report, generated by Broadcast1Source, verifies that KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

Cumulus Media | San Francisco is looking to hire a full-time **Producer** to join our KNBR team.

**Who We Are:**

Cumulus | San Francisco is home to six of the Bay Area's favorite radio stations -KNBR AM (680/1050) & KNBR-FM, KSAN (107.7 The Bone), KGO and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success.

**Our Opportunity:**

The successful candidate knows we work in the entertainment business and takes pride in the success of their air talent. Using your skills, our well-equipped studios, your strategic thinking and creative abilities to constantly put the station in a position to succeed is what this position is all about. If you understand leadership from a support position, we'd like to hear from you today. This is not an entry level position .

**Requirements:**

**Qualifications:**

This position requires a high level of organization, planning and communication skills. An advanced understanding of programming strategy with regards to PPM measurement is a must. Must be familiar with maximizing a sports station's reach across Facebook, Twitter & Instagram. Ability to manage and complete multiple ongoing tasks in a deadline driven environment. Must be able to book timely sports/entertainment guests; operate control board and engineer play by play; receive and screen listener calls during the broadcast; manage digital editing and podcasts; assist with digital editing including but not limited to Adobe Audition. content, and live events.

**Experience:**

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**  
**Fax and E-mail verification summary report for KNBR Producer**

**Responsibilities:**

- Live management of the station's daily moment to moment sound and on-air presence
- Assistance in creating and updating all station imaging/ production elements
- Assisting with the station's digital presence including web, social media platforms, simulcasts, podcasting and video
- Collaborating with promotions and sales departments to ensure that revenue opportunities are maximized while heightening the station's image when station sponsors and/or on location events are planned and activated
- Tactical planning for show units, immediate and long-term guest booking, athlete/celebrity interviews
- Daily collaboration with the station's hosts and station Program Director to ensure that the station's content is as powerful as possible with regards to the station's target audience and ratings potential
- Assisting with imaging that supports local programming as well as station contesting, promotions and specific imaging campaigns

**Additional Information:**

What we offer: Competitive pay Focused, responsible and collaborative work environment with the ability, to ask "what if" and try innovative solutions Medical, Dental & Vision Insurance coverage 401K with company match to plan for the long-term Paid Vacation & Holidays For more information about CUMULUS MEDIA, visit our website at: <https://www.cumulusmedia.com/> CUMULUS MEDIA is proud to be an Equal Opportunity Employer (EOE).

**Contact:**

<https://cumulus.hrmdirect.com/employment/index.php>

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Ryan Hill at [ryan.hill@cumulus.com](mailto:ryan.hill@cumulus.com)


**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**  
**Fax and E-mail verification summary report for KNBR Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Academy of Art University</b> E-mail: industryoncampus@academyart.edu	Sent: 11/18/2019 7:57:46 PM
<b>2</b>	<b>Arriba Juntos</b> Fax: 1-415-863-9314	Sent: 11/18/2019 7:59:45 PM
<b>4</b>	<b>City College of San Francisco</b> E-mail: CareerCenter@ccsf.edu	Sent: 11/18/2019 7:57:45 PM
<b>7</b>	<b>Experience Unlimited</b> E-mail: eusf.membership@gmail.com	Sent: 11/18/2019 7:57:47 PM
<b>10</b>	<b>Inside Radio</b> E-mail: contact@insideradio.com	Sent: 11/18/2019 7:57:47 PM
<b>14</b>	<b>National Lesbian &amp; Gay Journalist Association</b> E-mail: info@nlgia.org	Sent: 11/18/2019 7:57:46 PM
<b>15</b>	<b>NOVA</b> Fax: 1-408-730-7643	Sent: 11/18/2019 7:59:44 PM
<b>17</b>	<b>Santa Rosa Junior College</b> E-mail: kkinahan@santarosa.edu	Sent: 11/18/2019 7:57:46 PM
<b>18</b>	<b>St. Mary's College</b> E-mail: careers@stmarys-ca.edu	Sent: 11/18/2019 7:57:45 PM
<b>19</b>	<b>Stanford University</b> E-mail: vpstudentaffairs@stanford.edu	Sent: 11/18/2019 7:57:45 PM
<b>20</b>	<b>UC Berkeley Career Center</b> Fax: 1-510-642-6987	Sent: 11/18/2019 7:59:35 PM
<b>22</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 11/18/2019 7:57:44 PM




11/22/2019

San Francisco, CA

 [APPLY ON COMPANY WEBSITE](#)

## ♥ KNBR Producer

Cumulus Media    San Francisco, CA

 [APPLY ON COMPANY WEBSITE](#)

Posted 3 days ago

Cumulus Media | San Francisco is looking to hire a full-time Producer to join our KNBR team.

### Who We Are:

Cumulus | San Francisco is home to six of the Bay Area's favorite radio stations KNBR AM (680/1050) & KNBR-FM, KSAN (107.7 The Bone), KGO and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success.

### Our Opportunity:

The successful candidate knows we work in the entertainment business and takes pride in the success of their air talent. Using your skills, our well-equipped studios, your strategic thinking and creative abilities to constantly put the station in a position to succeed is what this position is all about. If you understand leadership from a support position, we'd like to hear from you today. This is not an entry level position.

### Responsibilities:

- Live management of the stations daily moment to moment sound and on-air presence
- Assistance in creating and updating all station imaging/ production elements
- Assisting with the stations digital presence including web, social media platforms, simulcasts, podcasting and video
- Collaborating with promotions and sales departments to ensure that revenue opportunities are maximized while heightening the stations image when station sponsors and/or on location events are planned and activated

- Tactical planning for show units, immediate and long-term guest booking, athlete/celebrity interviews
- Daily collaboration with the stations hosts and station Program Director to ensure that the stations content is as powerful as possible with regards to the stations target audience and ratings potential
- Assisting with imaging that supports local programming as well as station contesting, promotions and specific imaging campaigns

#### Qualifications:

This position requires a high level of organization, planning and communication skills. An advanced understanding of programming strategy with regards to PPM measurement is a must. Must be familiar with maximizing a sports stations reach across Facebook, Twitter & Instagram. Ability to manage and complete multiple ongoing tasks in a deadline driven environment. Must be able to book timely sports/entertainment guests; operate control board and engineer play by play; receive and screen listener calls during the broadcast; manage digital editing and podcasts; assist with digital editing including but not limited to Adobe Audition, content, and live events.

#### What we offer:

- Competitive pay
- Focused, responsible and collaborative work environment with the ability, to ask what if and try innovative solutions
- Medical, Dental & Vision Insurance coverage
- 401K with company match to plan for the long-term
- Paid Vacation & Holidays

For immediate consideration, please visit

[READ FULL DESCRIPTION](#)

[APPLY ON COMPANY WEBSITE](#)

# KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## Vacancy Data Form

### Full Time Producer

Recruitment source referring hiree: Word of Mouth Referral

Date of hire: 2/28/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
1	Academy of Art University 79 New Montgomery St. San Francisco, California 94105 Email : industryoncampus@academyart.edu Academic Career Center	N	0
2	Arriba Juntos 1850 Mission St. San Francisco, California 94103 Email : ggarcia@arribajuntos.org Fax : 1-415-863-9314 Gladys Garcia	N	0
3	California Broadcasters Assoc. 915 "L" Street Suite #1150 Sacramento, California 95814 Phone : 916-444-2237 Url : http://www.yourcba.com Joe Berry Manual Posting	N	0
4	City College of San Francisco 50 Phelan Ave. San Francisco, California 94112 Email : CareerCenter@ccsf.edu Career Center	N	0
5	Cumulus Careers Website 3280 Peachtree Road NW Suite 2200 Atlanta, Georgia 30305 Url : www.cumulusmedia.jobs.net/ Job Listing Manual Posting	N	0
6	Current Employee	N	1
7	Experience Unlimited 745 Franklin St. Lower Level San Francisco, California 94102 Email : eusf.membership@gmail.com Fax : 1-415-749-7478 Sylvia Gonzales	N	0

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**

**Vacancy Data Form**

**Full Time Producer**

**Recruitment source referring hiree: Word of Mouth Referral**  
**Date of hire: 2/28/2020**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS</b>
8	Glass Door 100 Shoreline Hwy Bld. A Mill Valley, California 94941 Jobs Posting Manual Posting	N	0
9	Indeed.com 6433 Champion Grandview Way Austin, Texas 78750 Job Posting Manual Posting	N	1
10	Inside Radio P.O. Box 567925 Atlanta, Georgia 31156 Email : contact@insideradio.com Radio Site	N	0
12	Link Up 430 1st Ave. N Ste. 790 Minneapolis, Minnesota 55401 Jobs Posting Manual Posting	N	0
13	Monster 133 Boston Post Rd. Weston, Massachusetts 02493 Career Site Manual Posting	N	0
14	National Lesbian & Gay Journalist Association 2120 L St NW Ste. 850 Washington, District of Columbia 20037 Email : info@nljga.org Association Association	N	0
15	NOVA 505 W. Olive Ave. #550 Sunnyvale, California 94086 Email : jobs@novaworks.rg Fax : 1-408-730-7643 Joyce Nolan	N	0

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM****Vacancy Data Form****Full Time Producer**

Recruitment source referring hiree: Word of Mouth Referral  
Date of hire: 2/28/2020

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS</b>
17	Santa Rosa Junior College 1501 Mendocino Ave. Santa Rosa, California 95401 Phone : 707-521-7946 Email : kkinahan@santarosa.edu Kim Kinahan	N	0
19	Stanford University 450 Serra Mall Stanford, California 94305 Email : vpstudentaffairs@stanford.edu Career Center	N	0
20	UC Berkeley Career Center 2440 Bancroft Way Berkeley, California 94720 Fax : 1-510-642-6987 Ray Angle	N	0
21	Word of Mouth Referral	N	2
22	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
23	Zip Recruiter 1453 Third St. Ste. 335 Santa Monica, California 90401 Career Site Manual Posting	N	0
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>4</b>

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**  
**Fax and E-mail verification summary report for Full Time Producer**

**Position: Full Time Producer**

**Hire Date: February 28, 2020**

This report, generated by Broadcast1 Source, verifies that KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM used Broadcast1 Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1 Source

**From:** contact@broadcast1source.com

**Details:**

**Cumulus Media | San Francisco** is searching for an experienced **Full Time Producer**. We strive to hire people who are passionate about radio, driven, resourceful and problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success. The successful candidate knows we work in the entertainment business and takes pride in the success of their On-Air talent.

**Who We Are:**

**Cumulus | San Francisco** is home to six of the Bay Area's favorite radio stations –KNBR AM (680/1050) & KNBR-FM, KSAN (107.7 The Bone), KGO and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success.

Cumulus owns and operates 446 radio stations in 90 U.S. markets, as well as Westwood One Networks, serving over 8,000 stations worldwide. Over 225 million people per week engage with a Cumulus or Westwood One asset making it an exciting and unique career opportunity! We are constantly creating new windows for success and strive to provide world class tools to help you succeed and reach your full potential as an employee.

**Requirements:**

## **KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**

### **Fax and E-mail verification summary report for Full Time Producer**

#### **Qualifications:**

- Minimum 3 years' experience as a Radio Producer
- Bachelor's Degree in Communications, Radio or Media Production, or related field is preferred
- Strong social and digital experience - the ability to maximize reach across Facebook, Twitter, Instagram and other social platforms.
- Ability to plan and organize, set priorities, multi-task and the discipline to focus and meet tight deadlines
- Excellent verbal and written communication skills
- Creative and strategic problem solver
- Ability to work with creative individuals as part of a team; excellent leadership skills
- An advanced understanding of PPM / Nielsen Ratings and ability to interpret various kinds of research
- Deep knowledge of music, pop culture and current events and how they relate to the station's target demo
- Strong production skills and knowledge of Op X, VOX Pro/Adobe Audition and Audacity
- Proficient in Microsoft Office suite and social networking
- Strong knowledge of all FCC rules and regulations
- Must be flexible with work hours including nights, weekends and holidays
- Must have valid driver's license with clean driving record

#### **Experience:**

The Producer organizes, conceptualizes and develops topics, features and guests that represents the lifestyle and interests of the show's listeners. They also partner with the show's hosts, Program Director and others to create engaging content, increase listenership, and enhance subscriber satisfaction and passion. The producer is responsible for keeping the show's social platforms relevant and up-to-date.

#### **Key Responsibilities:**

- Live management and oversight of the show's daily moment to moment content, sound and presentation
- The ability to work with the creative team to update and refresh all 'in show' and 'out of show' imaging, produced teases/promos and production elements that support the station's contesting, promotions and imaging campaigns
- Working with the digital team to manage the show's daily digital content with regards to relevance, creativity and tune-in messaging, sometimes 7 days a week, on our website, texting and social media platforms
- Manage and grow the show's brand through podcasts and at times, video elements.
- Actively participate in the development of daily content by developing & researching topics for discussion; conceptualize, write and produce appropriate segments
- Book and pre-interview guests
- Organize and document daily pre show and post show meetings.
- Attend meetings with the station's program director to ensure content, tactical plans and image are consistent with the station's overall strategy
- Attending promotion, sales and station planning meetings to represent the show and provide clear communication between all
- Create and maximize revenue opportunities
- Being present when the show is on the air and possibly on location
- Coordinate logistics for remote and special broadcasts
- Design and manage a system for archiving audio, show content, digital content
- Tactical planning for future shows, immediate opportunities, artist/celebrity interviews
- Collaborate with show hosts and station program director to ensure that the show's structure and content is being presented in the strongest way possible for maximum ratings growth
- Gives direction to presenters, content providers, assistants and other crew members
- Monitors listener emails, inquiries and responses related to shows

#### **Additional Information:**

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**

**Fax and E-mail verification summary report for Full Time Producer**

What we offer:• Competitive pay• Professional growth and career path• Focused,  
responsible and collaborative work environment with the ability, to ask “what if” and try innovative solutions•  
Medical, Dental & Vision Insurance coverage• 401K with company match to plan for the long-term• Paid  
Vacation & Holidays

**Contact:**

<https://www.cumulusmedia.com/careers/>

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email John Mercado at [john.mercado@cumulus.com](mailto:john.mercado@cumulus.com)



**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**  
**Fax and E-mail verification summary report for Full Time Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
1	<b>Academy of Art University</b> E-mail: industryoncampus@academyart.edu	Sent: 12/16/2019 7:46:30 PM
2	<b>Arriba Juntos</b> Fax: 1-415-863-9314	Sent: 12/16/2019 7:48:23 PM
4	<b>City College of San Francisco</b> E-mail: CareerCenter@ccsf.edu	Sent: 12/16/2019 7:46:30 PM
7	<b>Experience Unlimited</b> E-mail: eusf.membership@gmail.com	Sent: 12/16/2019 7:46:31 PM
10	<b>Inside Radio</b> E-mail: contact@insideradio.com	Sent: 12/16/2019 7:46:31 PM
14	<b>National Lesbian &amp; Gay Journalist Association</b> E-mail: info@nlgia.org	Sent: 12/16/2019 7:46:31 PM
15	<b>NOVA</b> Fax: 1-408-730-7643	Sent: 12/16/2019 7:48:28 PM
17	<b>Santa Rosa Junior College</b> E-mail: kkinahan@santarosa.edu	Sent: 12/16/2019 7:46:30 PM
19	<b>Stanford University</b> E-mail: vpstudentaffairs@stanford.edu	Sent: 12/16/2019 7:46:30 PM
20	<b>UC Berkeley Career Center</b> Fax: 1-510-642-6987	Sent: 12/16/2019 7:50:13 PM
22	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 12/16/2019 7:46:29 PM

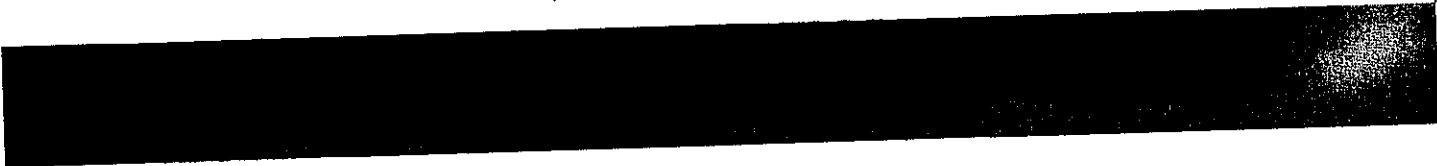


# Full Time Producer

2.8 ★ Cumulus Media - San Francisco, CA

producer Jobs in San Francisco, CA

producer      Jobs      San Francisco, CA      Search



New Get ahead of others. Apply now.

Job	Company	Rating	Salary	Reviews	Benefits
-----	---------	--------	--------	---------	----------

**CUMULUS MEDIA | San Francisco** is searching for an experienced **Full Time Producer**. We strive to hire people resourceful and problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio. Cumulus Media knows we work in the entertainment business and takes pride in the success of their On-Air talent.

### Who We Are:

Cumulus | San Francisco is home to six of the Bay Area's favorite radio stations KNBR AM (680/1050) & KNBR-FM (107.7) and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KNBR and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we are looking for resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to:

The Producer organizes, conceptualizes and develops topics, features and guests that represents the lifestyle and interests of our listeners. The Producer also partner with the shows hosts, Program Director and others to create engaging content, increase listenership and passion. The producer is responsible for keeping the shows social platforms relevant and up-to-date.

### Key Responsibilities:

- Live management and oversight of the shows daily moment to moment content, sound and presentation
- The ability to work with the creative team to update and refresh all in show and out of show imaging, production elements that support the stations contesting, promotions and imaging campaigns



## Full Time Producer

2.8 ★

Cumulus Media - San Francisco, CA

appropriate segments

- Book and pre-interview guests
- Organize and document daily pre show and post show meetings.
- Attend meetings with the stations program director to ensure content, tactical plans and image are consistent with station strategy
- Attending promotion, sales and station planning meetings to represent the show and provide clear communication
- Create and maximize revenue opportunities
- Being present when the show is on the air and possibly on location
- Coordinate logistics for remote and special broadcasts
- Design and manage a system for archiving audio, show content, digital content
- Tactical planning for future shows, immediate opportunities, artist/celebrity interviews
- Collaborate with show hosts and station program director to ensure that the shows structure and content is the best way possible for maximum ratings growth
- Gives direction to presenters, content providers, assistants and other crew members
- Monitors listener emails, inquiries and responses related to shows

### Qualifications:

- Minimum 3 years experience as a Radio Producer
- Bachelor's Degree in Communications, Radio or Media Production, or related field is preferred
- Strong social and digital experience - the ability to maximize reach across Facebook, Twitter, Instagram
- Ability to plan and organize, set priorities, multi-task and the discipline to focus and meet tight deadlines
- Excellent verbal and written communication skills
- Creative and strategic problem solver
- Ability to work with creative individuals as part of a team; excellent leadership skills
- An advanced understanding of PPM / Nielsen Ratings and ability to interpret various kinds of research
- Deep knowledge of music, pop culture and current events and how they relate to the stations target demographics
- Strong production skills and knowledge of Op X, VOX Pro/Adobe Audition and Audacity
- Proficient in Microsoft Office suite and social networking



# Full Time Producer

2.8 ★ Cumulus Media - San Francisco, CA

### What we offer:

- Competitive pay
- Professional growth and career path
- Focused, responsible and collaborative work environment with the ability, to ask what if and try innova
- Medical, Dental & Vision Insurance coverage
- 401K with company match to plan for the long-term
- Paid Vacation & Holidays

For immediate consideration, please visit [www.cumulus.com/work-here/](http://www.cumulus.com/work-here/)

For more information about Cumulus Media, Inc., visit our website at: <https://www.cumulus.com>

Cumulus Media, Inc. is proud to be an Equal Opportunity Employer (EOE).

Get alerts to jobs like this, to your inbox.

Create Job Alert

### Suggested Searches

- Account Executive > Software Engineer
- Promotions Assistant > Account Manager
- Sales Assistant > Senior Software Engineer

Copyright © 2008-2019, Glassdoor, Inc. "Glassdoor" and logo are proprietary trademarks of Glassdoor, Inc.

[Terms of Use](#)

[Privacy & Cookies](#)

# KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## Vacancy Data Form

### Accounts Receivable Specialist

Recruitment source referring hiree: Indeed.com

Date of hire: 2/10/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
1	Academy of Art University 79 New Montgomery St. San Francisco, California 94105 Email : industryoncampus@academyart.edu Academic Career Center	N	0
2	Arriba Juntos 1850 Mission St. San Francisco, California 94103 Email : ggarcia@arribajuntos.org Fax : 1-415-863-9314 Gladys Garcia	N	0
3	California Broadcasters Assoc. 915 "L" Street Suite #1150 Sacramento, California 95814 Phone : 916-444-2237 Url : <a href="http://www.youreba.com">http://www.youreba.com</a> Joe Berry Manual Posting	N	0
4	City College of San Francisco 50 Phelan Ave. San Francisco, California 94112 Email : CareerCenter@ccsf.edu Career Center	N	0
5	Cumulus Careers Website 3280 Peachtree Road NW Suite 2200 Atlanta, Georgia 30305 Url : <a href="http://www.cumulusmedia.jobs.net/">www.cumulusmedia.jobs.net/</a> Job Listing Manual Posting	N	1
6	Current Employee	N	1
7	Experience Unlimited 745 Franklin St. Lower Level San Francisco, California 94102 Email : eusf.membership@gmail.com Fax : 1-415-749-7478 Sylvia Gonzales	N	0

# KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## Vacancy Data Form

### Accounts Receivable Specialist

Recruitment source referring hiree: Indeed.com

Date of hire: 2/10/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
8	Glass Door 100 Shoreline Hwy Bld. A Mill Valley, California 94941 Jobs Posting Manual Posting	N	0
9	Indeed.com 6433 Champion Grandview Way Austin, Texas 78750 Job Posting Manual Posting	N	3
10	Inside Radio P.O. Box 567925 Atlanta, Georgia 31156 Email : contact@insideradio.com Radio Site	N	0
12	Link Up 430 1st Ave. N Ste. 790 Minneapolis, Minnesota 55401 Jobs Posting Manual Posting	N	0
13	Monster 133 Boston Post Rd. Weston, Massachusetts 02493 Career Site Manual Posting	N	0
14	National Lesbian & Gay Journalist Association 2120 L St NW Ste. 850 Washington, District of Columbia 20037 Email : info@nljja.org Association Association	N	0
15	NOVA 505 W. Olive Ave. #550 Sunnyvale, California 94086 Email : jobs@novaworks.org Fax : 1-408-730-7643 Joyce Nolan	N	0

# KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## Vacancy Data Form

### Accounts Receivable Specialist

Recruitment source referring hiree: Indeed.com

Date of hire: 2/10/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
17	Santa Rosa Junior College 1501 Mendocino Ave. Santa Rosa, California 95401 Phone : 707-521-7946 Email : kkinahan@santarosa.edu Kim Kinahan	N	0
19	Stanford University 450 Serra Mall Stanford, California 94305 Email : vpstudentaffairs@stanford.edu Career Center	N	0
20	UC Berkeley Career Center 2440 Bancroft Way Berkeley, California 94720 Fax : 1-510-642-6987 Ray Angle	N	0
22	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
23	Zip Recruiter 1453 Third St. Ste. 335 Santa Monica, California 90401 Career Site Manual Posting	N	0
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>5</b>

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**  
**Fax and E-mail verification summary report for Accounts Receivable Specialist**

**Position: Accounts Receivable Specialist**

**Hire Date: February 10, 2020**

This report, generated by Broadcast1 Source, verifies that KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM used Broadcast1 Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1 Source

**From:** contact@broadcast1source.com

**Details:**

**CUMULUS MEDIA | San Francisco** is looking for an entry-level **Accounts Receivable Specialist** to join our staff.

**Who we are:**

**Cumulus Media | San Francisco** is home to six of the Bay Area's favorite radio stations -KNBR AM (680/1050) & KNBR-FM, KSAN (107.7 The Bone), KGO and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success.

**What we offer:**

- Competitive pay
- Focused, responsible and collaborative work environment with the ability, to ask "what if" and try innovative solutions
- Medical, Dental & Vision Insurance coverage
- 401K with company match to plan for the long-term
- Paid Vacation & Holidays

For more information about CUMULUS MEDIA and for immediate consideration, visit our website at: <https://www.cumulusmedia.com>

**CUMULUS MEDIA** is proud to be an Equal Opportunity Employer (EOE).

**Requirements:**



**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**  
**Fax and E-mail verification summary report for Accounts Receivable Specialist**

**Requirements:**

- Minimum of one to two years of Accounts Receivable experience preferred
- College Degree or equivalent experience in Accounting
- Accounting, Finance, Business, Communications or Broadcasting Degree preferred
- Must be organized, detail oriented, and able to manage multiple competing priorities under short deadlines
- Must protect organizations/department value by keeping information confidential
- Excellent people skills with a positive customer service approach
- Excellent computer skills required, including Excel and Outlook
- Excellent writing, communication, and interpersonal skills
- Media experience preferred

**Experience:**

**Opportunity:**

The ideal candidate should have some understanding of accounts receivable and be able to apply their knowledge and skills to manage a wide range of functions, to include but not limited to:

- Post daily cash receipts to AR system and monthly cash reconciliation
- Process credit card payments
- Maximize collections of billings
- Maintain accounts receivable system to account for billings and collections
- Research and prepare billing adjustments and A/R journal entries
- Prepare semi-monthly aging for Account Executives
- Respond to client requests and resolve client/account discrepancies
- Respond to credit card chargeback documentation requests
- Verify credit worthiness of new clients
- Communicate with Account Executives on sales orders and customer accounts on a timely basis
- Client order approval
- Assist with computing Account Executives monthly commission statements
- Assist with year-end audits
- Perform other tasks as needed/assigned within the Business Department

**Additional Information:**

What we offer: Competitive pay Focused, responsible and collaborative work environment with the ability, to ask "what if" and try innovative solutions Medical, Dental & Vision Insurance coverage 401K with company match to plan for the long-term Paid Vacation & Holidays For more information about CUMULUS MEDIA and for immediate consideration, visit our website at: <https://www.cumulusmedia.com> CUMULUS MEDIA is proud to be an Equal Opportunity Employer (EOE).

**Contact:**

<https://www.cumulusmedia.com>

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Ryan Hill at [ryan.hill@cumulus.com](mailto:ryan.hill@cumulus.com)

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**  
**Fax and E-mail verification summary report for Accounts Receivable Specialist**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
1	<b>Academy of Art University</b> E-mail: industryoncampus@academyart.edu	Sent: 1/7/2020 2:24:34 PM
2	<b>Arriba Juntos</b> Fax: 1-415-863-9314	Sent: 1/7/2020 2:25:56 PM
4	<b>City College of San Francisco</b> E-mail: CareerCenter@ccsf.edu	Sent: 1/7/2020 2:24:33 PM
7	<b>Experience Unlimited</b> E-mail: eusf.membership@gmail.com	Sent: 1/7/2020 2:24:36 PM
10	<b>Inside Radio</b> E-mail: contact@insideradio.com	Sent: 1/7/2020 2:24:36 PM
14	<b>National Lesbian &amp; Gay Journalist Association</b> E-mail: info@nlgja.org	Sent: 1/7/2020 2:24:35 PM
15	<b>NOVA</b> Fax: 1-408-730-7643	Sent: 1/7/2020 2:26:07 PM
17	<b>Santa Rosa Junior College</b> E-mail: kkinahan@santarosa.edu	Sent: 1/7/2020 2:24:34 PM
19	<b>Stanford University</b> E-mail: vpstudentaffairs@stanford.edu	Sent: 1/7/2020 2:24:33 PM
20	<b>UC Berkeley Career Center</b> Fax: 1-510-642-6987	Sent: 1/7/2020 2:27:18 PM
22	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 1/7/2020 2:24:31 PM

## Accounts Receivable Specialist at Cumulus Media San Francisco, CA 94105

### About the Job

**CUMULUS MEDIA | San Francisco** is looking for an entry-level **Accounts Receivable Specialist** to join our staff.

#### Who we are:

**Cumulus Media | San Francisco** is home to six of the Bay Area's favorite radio stations – KNBR AM (680/1050) & KNBR-FM, KSAN (107.7 The Bone), KGO and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success.

#### Opportunity:

The ideal candidate should have some understanding of accounts receivable and be able to apply their knowledge and skills to manage a wide range of functions, to include but not limited to:

- Post daily cash receipts to AR system and monthly cash reconciliation
- Process credit card payments
- Maximize collections of billings

1/17/2020

Accounts Receivable Specialist Job at Cumulus Media | Monster.com

- Maintain accounts receivable system to account for billings and collections
- Research and prepare billing adjustments and A/R journal entries
- Prepare semi-monthly aging for Account Executives
- Respond to client requests and resolve client/account discrepancies
- Respond to credit card chargeback documentation requests
- Verify credit worthiness of new clients
- Communicate with Account Executives on sales orders and customer accounts on a timely basis
- Client order approval
- Assist with computing Account Executives monthly commission statements
- Assist with year-end audits
- Perform other tasks as needed/assigned within the Business Department

**Requirements:**

- Minimum of one to two years of Accounts Receivable experience preferred
- College Degree or equivalent experience in Accounting
- Accounting, Finance, Business, Communications or Broadcasting Degree preferred
- Must be organized, detail oriented, and able to manage multiple competing priorities under short deadlines
- Must protect organizations/department value by keeping information confidential
- Excellent people skills with a positive customer service approach
- Excellent computer skills required, including Excel and Outlook
- Excellent writing, communication, and interpersonal skills
- Media experience preferred

**What we offer:**

- Competitive pay
- Focused, responsible and collaborative work environment with the ability, to ask “what if” and try innovative solutions
- Medical, Dental & Vision Insurance coverage
- 401K with company match to plan for the long-term
- Paid Vacation & Holidays

For more information about CUMULUS MEDIA and for immediate consideration, visit our website at: <https://www.cumulusmedia.com>

**CUMULUS MEDIA is proud to be an Equal Opportunity Employer (EOE).**

**Related jobs**

- Accounts Receivable Specialist
- Accounts Receivable Specialist
- Finance Specialist Accounts Receivable
- Accounts Receivables/Payables Specialist
- AR Specialist
- AR Specialist

**Job summary**

Location  
San Francisco, CA 94105

Posted  
9 Days ago

Reference code

1/17/2020

Accounts Receivable Specialist job at Cumulus Media | Monster.com

466fe229-e7ef-0a09-3051-481635aa4a66

Copyright © 2019 | Monster Worldwide  
U.S. Patents No. 7,599,930 B1; 7,827,125 and 7,836,060



**Job Title:** Accounts Receivable Specialist  
**Job Category:** Accounting  
**Open Date:** 1/7/2020  
**Closing Date:** 4/7/2020  
**Job Type:** Full Time  
**City:** San Francisco  
**Zipcode:** 94111  
**State:** California

**Job Details:** CUMULUS MEDIA | San Francisco is looking for an entry-level **Accounts Receivable Specialist** to join our staff.

**Who we are:**

Cumulus Media | San Francisco is home to six of the Bay Area's favorite radio stations –KNBR AM (680/1050) & KNBR-FM, KŠAN (107.7 The Bone), KGO and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success.

**What we offer:**

- Competitive pay
- Focused, responsible and collaborative work environment with the ability, to ask “what if” and try innovative solutions
- Medical, Dental & Vision Insurance coverage
- 401K with company match to plan for the long-term
- Paid Vacation & Holidays

For more information about CUMULUS MEDIA and for immediate consideration, visit our website at: <https://www.cumulusmedia.com>

**CUMULUS MEDIA is proud to be an Equal Opportunity Employer (EOE).**

**Experience:**

**Opportunity:**

The ideal candidate should have some understanding of accounts receivable and be able to apply their knowledge and skills to manage a wide range of functions, to include but not limited to:

- Post daily cash receipts to AR system and monthly cash reconciliation
- Process credit card payments
- Maximize collections of billings
- Maintain accounts receivable system to account for billings and collections

- Research and prepare billing adjustments and A/R journal entries
- Prepare semi-monthly aging for Account Executives
- Respond to client requests and resolve client/account discrepancies
- Respond to credit card chargeback documentation requests
- Verify credit worthiness of new clients
- Communicate with Account Executives on sales orders and customer accounts on a timely basis
- Client order approval
- Assist with computing Account Executives monthly commission statements
- Assist with year-end audits
- Perform other tasks as needed/assigned within the Business Department

**Requirements:**

- Minimum of one to two years of Accounts Receivable experience preferred
- College Degree or equivalent experience in Accounting
- Accounting, Finance, Business, Communications or Broadcasting Degree preferred
- Must be organized, detail oriented, and able to manage multiple competing priorities under short deadlines
- Must protect organizations/department value by keeping information confidential
- Excellent people skills with a positive customer service approach
- Excellent computer skills required, including Excel and Outlook
- Excellent writing, communication, and interpersonal skills
- Media experience preferred

**Additional Information:** What we offer: Competitive pay Focused, responsible and collaborative work environment with the ability, to ask “what if” and try innovative solutions Medical, Dental & Vision Insurance coverage 401K with company match to plan for the long-term Paid Vacation & Holidays For more information about CUMULUS MEDIA and for immediate consideration, visit our website at: <https://www.cumulusmedia.com> CUMULUS MEDIA is proud to be an Equal Opportunity Employer (EOE).

**Contact Details:** <https://www.cumulusmedia.com>



# KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## Vacancy Data Form

### Digital Project Manager

Recruitment source referring hire: Internal Transfer/Promotion

Date of hire: 2/10/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
1	Academy of Art University 79 New Montgomery St. San Francisco, California 94105 Email : industryoncampus@academyart.edu Academic Career Center	N	0
2	Arriba Juntos 1850 Mission St. San Francisco, California 94103 Email : ggarcia@arribajuntos.org Fax : 1-415-863-9314 Gladys Garcia	N	0
3	California Broadcasters Assoc. 915 "L" Street Suite #1150 Sacramento, California 95814 Phone : 916-444-2237 Url : http://www.yourcba.com Joe Berry Manual Posting	N	0
4	City College of San Francisco 50 Phelan Ave. San Francisco, California 94112 Email : CareerCenter@ccsf.edu Career Center	N	0
5	Cumulus Careers Website 3280 Peachtree Road NW Suite 2200 Atlanta, Georgia 30305 Url : www.cumulusmedia.jobs.net/ Job Listing Manual Posting	N	0
6	Current Employee	N	1
7	Experience Unlimited 745 Franklin St. Lower Level San Francisco, California 94102 Email : eusf.membership@gmail.com Fax : 1-415-749-7478 Sylvia Gonzales	N	0

# KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## Vacancy Data Form

### Digital Project Manager

Recruitment source referring hire: Internal Transfer/Promotion

Date of hire: 2/10/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
8	Glass Door 100 Shoreline Hwy Bld. A Mill Valley, California 94941 Jobs Posting Manual Posting	N	0
9	Indeed.com 6433 Champion Grandview Way Austin, Texas 78750 Job Posting Manual Posting	N	1
10	Inside Radio P.O. Box 567925 Atlanta, Georgia 31156 Email : contact@insideradio.com Radio Site	N	0
11	Internal Transfer/Promotion	N	1
12	Link Up 430 1st Ave. N Ste. 790 Minneapolis, Minnesota 55401 Jobs Posting Manual Posting	N	0
13	Monster 133 Boston Post Rd. Weston, Massachusetts 02493 Career Site Manual Posting	N	0
14	National Lesbian & Gay Journalist Association 2120 L St NW Ste. 850 Washington, District of Columbia 20037 Email : info@nlgja.org Association Association	N	0

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM****Vacancy Data Form****Digital Project Manager**

Recruitment source referring hire: Internal Transfer/Promotion

Date of hire: 2/10/2020

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS</b>
15	NOVA 505 W. Olive Ave. #550 Sunnyvale, California 94086 Email : jobs@novaworks.org Fax : 1-408-730-7643 Joyce Nolan	N	0
17	Santa Rosa Junior College 1501 Mendocino Ave. Santa Rosa, California 95401 Phone : 707-521-7946 Email : kkinahan@santarosa.edu Kim Kinahan	N	0
19	Stanford University 450 Serra Mall Stanford, California 94305 Email : vpstudentaffairs@stanford.edu Career Center	N	0
20	UC Berkeley Career Center 2440 Bancroft Way Berkeley, California 94720 Fax : 1-510-642-6987 Ray Angle	N	0
21	Word of Mouth Referral	N	2
22	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
23	Zip Recruiter 1453 Third St. Ste. 335 Santa Monica, California 90401 Career Site Manual Posting	N	0
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>5</b>

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM  
Fax and E-mail verification summary report for Digital Project Manager**

**Position: Digital Project Manager**

**Hire Date: February 10, 2020**

This report, generated by Broadcast1 Source, verifies that KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM used Broadcast1 Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1 Source

**From:** contact@broadcast1source.com

**Details:**

**Cumulus Media San Francisco** is hiring a full time Digital Project Manager, who will be responsible for ensuring client campaigns and programming initiatives are delivered effectively.

**Who we are:**

**Cumulus Media | San Francisco** is home to six of the Bay Area's favorite radio stations –KNBR AM (680/1050) & KNBR-FM, KSAN (107.7 The Bone), KGO and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success.

Cumulus owns and operates 460 radio stations in 94 U.S. markets, as well as Westwood One Networks, serving over 10,000 stations worldwide. Over 225 million people per week engage with a Cumulus or Westwood One asset making it an exciting and unique career opportunity! We are constantly creating new windows for success and strive to provide world class tools to help you succeed and reach your full potential as an employee. More recently, Cumulus is the proud creator of NASH - an exciting new lifestyle and entertainment brand targeting over 90 million country music fans nationwide.

**Requirements:**

Qualifications/Requirements:

- Great communication skills and attention to detail, both written and verbal
- Exceptional time management and organizational skills are essential
- Comfort level with digital targeting strategies such as geotargeting, geofencing, keyword and category contextual
- Familiarity with ad servers such as DoubleClick (DFP) and Triton TAP are a plus
- Familiarity with cloud platforms such as Google Docs and Drive
- Experience with Microsoft Office suite, including Excel and PowerPoint
- Experience with Adobe Creative Cloud, including Photoshop and Audition
- Flexibility with working hours to execute occasional campaign elements

**Experience:**

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**  
**Fax and E-mail verification summary report for Digital Project Manager**

**Our Opportunity:**

The Digital Project Manager position is a full time, digital position. This position will have a focus on campaign execution. They will work with digital department teammates, sales and programming departments to implement existing systems and develop new techniques to exceed advertiser expectations. Other responsibilities include but are not limited to the following:

- Assist in digital campaign creation and recommendations to sales department
- Work with demand side platform partners to generate optimum campaign recommendations
- Manage campaign workflow across all station digital platforms, including desktop, streaming, mobile, video, email and social
- Ensure quality of our streaming user experience by trafficking ads, station promotional messages and programming segments
- Maintain digital department inventory and tracking systems
- Monitor campaign delivery and performance, identify optimization and enhancement opportunities
- Reconcile third-party delivery platforms each month for finance department
- Assist in campaign recaps for sales department

**Additional Information:**

What we Offer: • Cumulus offers an opportunity to embark on a career with the fastest growing media company in the U.S. • Recognition and reward for outstanding performance. • Competitive pay and the ability to increase income. • Benefits, vacation, and paid holidays offered for all full-time employees. • Benefits include: Medical, dental, vision, Health Savings Account with company match, 401K with company match, and Life and Disability coverage. Cumulus is an Equal Opportunity Employer. For immediate consideration, please complete the application process at <http://www.cumulusmedia.com/careers>. No phone calls Please.

**Contact:**

[www.cumulusmedia.com/work-here](http://www.cumulusmedia.com/work-here)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

\*\*\*IMPORTANT\*\*\*

This fax or email has been sent using the services provided by Broadcast1 Source. If you want to change your contact details, please email Ryan Hill at [ryan.hill@cumulus.com](mailto:ryan.hill@cumulus.com)

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM  
Fax and E-mail verification summary report for Digital Project Manager**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
1	<b>Academy of Art University</b> E-mail: industryoncampus@academyart.edu	Sent: 1/17/2020 4:24:30 PM
2	<b>Arriba Juntos</b> Fax: 1-415-863-9314	Sent: 1/17/2020 4:26:37 PM
4	<b>City College of San Francisco</b> E-mail: CareerCenter@ccsf.edu	Sent: 1/17/2020 4:24:29 PM
7	<b>Experience Unlimited</b> E-mail: eusf.membership@gmail.com	Sent: 1/17/2020 4:24:32 PM
10	<b>Inside Radio</b> E-mail: contact@insideradio.com	Sent: 1/17/2020 4:24:32 PM
14	<b>National Lesbian &amp; Gay Journalist Association</b> E-mail: info@nlgia.org	Sent: 1/17/2020 4:24:31 PM
15	<b>NOVA</b> Fax: 1-408-730-7643	Sent: 1/17/2020 4:26:41 PM
17	<b>Santa Rosa Junior College</b> E-mail: kkinahan@santarosa.edu	Sent: 1/17/2020 4:24:30 PM
19	<b>Stanford University</b> E-mail: vpstudentaffairs@stanford.edu	Sent: 1/17/2020 4:24:28 PM
20	<b>UC Berkeley Career Center</b> Fax: 1-510-642-6987	Sent: 1/17/2020 4:27:02 PM
22	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 1/17/2020 4:24:27 PM



**CUMULUS**  
M E D I A

**WHERE EVERY VOICE MATTERS**

## Career Opportunities at CUMULUS MEDIA

### About CUMULUS MEDIA

CUMULUS MEDIA (NASDAQ: CMLS) is a leading audio-first media and entertainment company delivering premium content to over a quarter billion people every month — wherever and whenever they want it. CUMULUS MEDIA engages listeners with high-quality local programming through 428 owned-and-operated stations across 87 markets; delivers nationally-syndicated sports, news, talk, and entertainment programming from iconic brands including the NFL, the NCAA, the Masters, the Olympics, the Academy of Country Music Awards, and many other world-class partners across nearly 8,000 affiliated stations through Westwood One, the largest audio network in America; and inspires listeners through its rapidly growing network of original podcasts that are smart, entertaining and thought-provoking. CUMULUS MEDIA provides advertisers with personal connections, local impact and national reach through on-air and on-demand digital, mobile, social and voice-activated platforms, as well integrated digital marketing services, powerful influencers, full-service audio solutions, industry-leading research and insights, and live event experiences. CUMULUS MEDIA is the only audio media company to provide marketers with local and national advertising performance guarantees. For more information visit [www.cumulusmedia.com](http://www.cumulusmedia.com).

Like 10K people like this. Sign Up to see what your friends like.

Share with friends  
or Subscribe!



[Back To Openings](#)

### Digital Project Manager

Department: Web/Digital  
Location: San Francisco, CA

[START YOUR APPLICATION](#)

Cumulus Media San Francisco is hiring a full time Digital Project Manager, who will be responsible for ensuring client campaigns and programming initiatives are delivered effectively.

**Who we are:**

Cumulus Media | San Francisco is home to six of the Bay Area's favorite radio stations -KNBR AM (680/1050) & KNBR-FM, KSAN (107.7 The Bone), KGO and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success.

Cumulus owns and operates 460 radio stations in 94 U.S. markets, as well as Westwood One Networks, serving over 10,000 stations worldwide. Over 225 million people per week engage with a Cumulus or Westwood One asset making it an exciting and unique career opportunity! We are constantly creating new windows for success and strive to provide world class tools help you succeed and reach your full potential as an employee. More recently, Cumulus is the proud creator of NASH - an exciting new lifestyle and entertainment brand targeting over 90 million country music fans nationwide.

**Our Opportunity:**

The Digital Project Manager position is a full time, digital position. This position will have a focus on campaign execution. They will work with digital department teammates, sales and programming departments to implement existing systems and develop new techniques to exceed advertiser expectations. Other responsibilities include but are not limited to the following:

- Assist in digital campaign creation and recommendations to sales department
- Work with demand side platform partners to generate optimum campaign recommendations
- Manage campaign workflow across all station digital platforms, including desktop, streaming, mobile, video, email & social
- Ensure quality of our streaming user experience by trafficking ads, station promotional messages and programming segments
- Maintain digital department inventory and tracking systems
- Monitor campaign delivery and performance, identify optimization and enhancement opportunities
- Reconcile third-party delivery platforms each month for finance department
- Assist in campaign recaps for sales department

**Qualifications/Requirements:**

- Great communication skills and attention to detail, both written and verbal
- Exceptional time management and organizational skills are essential
- Comfort level with digital targeting strategies such as geotargeting, geofencing, keyword and category contextual
- Familiarity with ad servers such as DoubleClick (DFP) and Triton TAP are a plus
- Familiarity with cloud platforms such as Google Docs and Drive
- Experience with Microsoft Office suite, including Excel and PowerPoint
- Experience with Adobe Creative Cloud, including Photoshop and Audition
- Flexibility with working hours to execute occasional campaign elements

**What we Offer:**

- Cumulus offers an opportunity to embark on a career with the fastest growing media company in the U.S.
- Recognition and reward for outstanding performance.
- Competitive pay and the ability to increase income.
- Benefits, vacation, and paid holidays offered for all full-time employees.
- Benefits include: Medical, dental, vision, Health Savings Account with company match, 401K with company match, a Life and Disability coverage.

Cumulus is an Equal Opportunity Employer.

For immediate consideration, please complete the application process at <http://www.cumulusmedia.com/careers>.

No phone calls Please.




1/22/2020

Digital Project Manager - CUMULUS MEDIA is a company where every voice matters, starting with our workFORCE.

Cumulus is an Equal Opportunity Employer (EEO)

*Visit Our Home*

© 2020 Cumulus M

*Applicant Tracking System Powered by*  ClearComp

# KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM

## Vacancy Data Form

### Web Content Producer

Recruitment source referring hiree: Indeed.com

Date of hire: 3/3/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
1	Academy of Art University 79 New Montgomery St. San Francisco, California 94105 Email : industryoncampus@academyart.edu Academic Career Center	N	0
2	Arriba Juntos 1850 Mission St. San Francisco, California 94103 Email : ggarcia@arribajuntos.org Fax : 1-415-863-9314 Gladys Garcia	N	0
3	California Broadcasters Assoc. 915 "L" Street Suite #1150 Sacramento, California 95814 Phone : 916-444-2237 Url : http://www.yourcba.com Joe Berry Manual Posting	N	0
4	City College of San Francisco 50 Phelan Ave. San Francisco, California 94112 Email : CareerCenter@ccsf.edu Career Center	N	0
5	Cumulus Careers Website 3280 Peachtree Road NW Suite 2200 Atlanta, Georgia 30305 Url : www.cumulusmedia.jobs.net/ Job Listing Manual Posting	N	0
7	Experience Unlimited 745 Franklin St. Lower Level San Francisco, California 94102 Email : eusf.membership@gmail.com Fax : 1-415-749-7478 Sylvia Gonzales	N	0

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM****Vacancy Data Form****Web Content Producer**

Recruitment source referring hiree: Indeed.com

Date of hire: 3/3/2020

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS</b>
8	Glass Door 100 Shoreline Hwy Bld. A Mill Valley, California 94941 Jobs Posting Manual Posting	N	0
9	Indeed.com 6433 Champion Grandview Way Austin, Texas 78750 Job Posting Manual Posting	N	6
12	Link Up 430 1st Ave. N Ste. 790 Minneapolis, Minnesota 55401 Jobs Posting Manual Posting	N	0
13	Monster 133 Boston Post Rd. Weston, Massachusetts 02493 Career Site Manual Posting	N	0
14	National Lesbian & Gay Journalist Association 2120 L St NW Ste. 850 Washington, District of Columbia 20037 Email : info@nlgja.org Association Association	N	0
15	NOVA 505 W. Olive Ave. #550 Sunnyvale, California 94086 Email : jobs@novaworks.org Fax : 1-408-730-7643 Joyce Nolan	N	0
17	Santa Rosa Junior College 1501 Mendocino Ave. Santa Rosa, California 95401 Phone : 707-521-7946 Email : kkinahan@santarosa.edu Kim Kinahan	N	0

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM****Vacancy Data Form****Web Content Producer**

Recruitment source referring hiree: Indeed.com

Date of hire: 3/3/2020

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS</b>
19	Stanford University 450 Serra Mall Stanford, California 94305 Email : vpstudentaffairs@stanford.edu Career Center	N	0
20	UC Berkeley Career Center 2440 Bancroft Way Berkeley, California 94720 Fax : 1-510-642-6987 Ray Angle	N	0
22	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
23	Zip Recruiter 1453 Third St. Ste. 335 Santa Monica, California 90401 Career Site Manual Posting	N	0
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>6</b>

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM  
Fax and E-mail verification summary report for Web Content Producer**

**Position: Web Content Producer**

**Hire Date: March 2, 2020**

This report, generated by Broadcast1Source, verifies that KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

**Cumulus Media | San Francisco** is hiring a Web Content Producer for KGO and KSFO. As a member of the San Francisco Cumulus digital team, the Web Content Producer will be responsible for building the news/talk brands on the web through managing content and assisting the department in other web-related tasks.

**Who we are:**

**Cumulus Media | San Francisco** is home to six of the Bay Area's favorite radio stations –KNBR AM (680/1050) & KNBR-FM, KSAN (107.7 The Bone), KGO and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success.

Cumulus owns and operates 460 radio stations in 94 U.S. markets, as well as Westwood One Networks, serving over 10,000 stations worldwide. Over 225 million people per week engage with a Cumulus or Westwood One asset making it an exciting and unique career opportunity! We are constantly creating new windows for success and strive to provide world class tools to help you succeed and reach your full potential as an employee. More recently, Cumulus is the proud creator of NASH - an exciting new lifestyle and entertainment brand targeting over 90 million country music fans nationwide.

**Requirements:**

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM**  
**Fax and E-mail verification summary report for Web Content Producer**

**Qualifications/Requirements:**

- Exceptional communication skills, both written and verbal
- Proven project management in a fast-paced production environment
- Ability to prioritize and meet deadlines
- Outstanding team player with professional attitude and the ability to coordinate people and activities across multiple functional areas
- Proficiency in design and publishing software, including Photoshop, Dreamweaver, Audition, Word and Office
- Understanding of social media platforms and how to use them to drive site traffic
- Basic HTML skills and knowledge of video and podcasting principles are a plus but we will train the right candidate
- **Please include examples of your writing and/or content production when applying**

**Experience:**

**Our Opportunity:**

The Web Content Producer position includes daily podcasting, writing, editing and fact-checking news stories produced by KGO and KSFO on-air talent and posting them to the station's website, along with engaging media such as photos, sound clips, video, embedded tweets or other social media, maps and more. Other responsibilities include but are not limited to the following:

- Coordinate web posting with other site stakeholders including Programming and Promotions departments
- Oversee station social media platforms, with publishing unique original content daily
- Work with third parties and listeners to ensure the quality of user experience on station sites
- Assist the digital team in podcasting and video production, when necessary
- Create and/or edit sponsored content with brand-appropriate voice and tone
- Generate reports that identify successes, trends and growth opportunities

**Additional Information:**

What we Offer:• Cumulus offers an opportunity to embark on a career with the fastest growing media company in the U.S. • Recognition and reward for outstanding performance.Cumulus is an Equal Opportunity Employer. No phone calls Please.

**Contact:**

[www.cumulusmedia.com/work-here](http://www.cumulusmedia.com/work-here)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Ryan Hill at [ryan.hill@cumulus.com](mailto:ryan.hill@cumulus.com)

**KGO-AM, KNBR-AM, KNBR-FM, KSAN-FM, KSFO-AM, KTCT-AM  
Fax and E-mail verification summary report for Web Content Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
1	<b>Academy of Art University</b> E-mail: industryoncampus@academyart.edu	Sent: 2/6/2020 8:29:39 PM
2	<b>Arriba Juntos</b> Fax: 1-415-863-9314	Sent: 2/7/2020 2:58 AM
4	<b>City College of San Francisco</b> E-mail: CareerCenter@ccsf.edu	Sent: 2/6/2020 8:29:38 PM
7	<b>Experience Unlimited</b> E-mail: eusf.membership@gmail.com	Sent: 2/6/2020 8:29:40 PM
14	<b>National Lesbian &amp; Gay Journalist Association</b> E-mail: info@nlgja.org	Sent: 2/6/2020 8:29:40 PM
15	<b>NOVA</b> Fax: 1-408-730-7643	Sent: 2/7/2020 2:58 AM
17	<b>Santa Rosa Junior College</b> E-mail: kkinahan@santarosa.edu	Sent: 2/6/2020 8:29:39 PM
19	<b>Stanford University</b> E-mail: vpstudentaffairs@stanford.edu	Sent: 2/6/2020 8:29:37 PM
20	<b>UC Berkeley Career Center</b> Fax: 1-510-642-6987	Sent: 2/7/2020 2:59 AM
22	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 2/6/2020 8:29:36 PM

[Find jobs](#) [Company reviews](#) [Find salaries](#)

1

[Employers / Post Job](#)

## Web Content Producer

Cumulus Media - San Francisco, CA 94105

### Cumulus Media

555 reviews

Read what people are saying about working here.

[Apply Now](#)

[Save this job](#)

**Cumulus Media | San Francisco** is hiring a Web Content Producer for KGO and KSFO. As a member of the San Francisco Cumulus digital team, the Web Content Producer will be responsible for building the news/talk brands on the web through managing content and assisting the department in other web-related tasks.

#### Who we are:

**Cumulus Media | San Francisco** is home to six of the Bay Area's favorite radio stations –KNBR AM (680/1050) & KNBR-FM, KSAN (107.7 The Bone), KGO and KSFO. Our award-winning stations feature Classic Rock on The Bone; Legendary News and Talk Programming on KGO & KSFO; and the best sports coverage and live broadcasts of the Giants and the 49ers on KNBR, The Sports Leader. At Cumulus San Francisco, we strive to hire passionate, driven, resourceful, problem solvers who have the ability to drive the evolving, diverse culture of the Power of Radio to success.

Cumulus owns and operates 460 radio stations in 94 U.S. markets, as well as Westwood One Networks, serving over 10,000 stations worldwide. Over 225 million people per week engage with a Cumulus or Westwood One asset making it an exciting and unique career opportunity! We are constantly creating new windows for success and strive to provide world class tools to help you succeed and reach your full potential as an employee. More recently, Cumulus is the proud creator of NASH - an exciting new lifestyle and entertainment brand targeting over 90 million country music fans nationwide.

#### Our Opportunity:

The Web Content Producer position includes daily podcasting, writing, editing and fact-checking news stories produced by KGO and KSFO on-air talent and posting them to the station's website, along with engaging media such as photos, sound clips, video, embedded tweets or other social media, maps and more. Other responsibilities include but are not limited to the following:

- Coordinate web posting with other site stakeholders including Programming and Promotions departments
- Oversee station social media platforms, with publishing unique original content daily
- Work with third parties and listeners to ensure the quality of user experience on station sites
- Assist the digital team in podcasting and video production, when necessary
- Create and/or edit sponsored content with brand-appropriate voice and tone
- Generate reports that identify successes, trends and growth opportunities



**Qualifications/Requirements:**

- Exceptional communication skills, both written and verbal
- Proven project management in a fast-paced production environment
- Ability to prioritize and meet deadlines
- Outstanding team player with professional attitude and the ability to coordinate people and activities across multiple functional areas
- Proficiency in design and publishing software, including Photoshop, Dreamweaver, Audition, Word and Office
- Understanding of social media platforms and how to use them to drive site traffic
- Basic HTML skills and knowledge of video and podcasting principles are a plus but we will train the right candidate
- **Please include examples of your writing and/or content production when applying**

**What we Offer:**

- Cumulus offers an opportunity to embark on a career with the fastest growing media company in the U.S.
- Recognition and reward for outstanding performance.

**Cumulus is an Equal Opportunity Employer.**

**No phone calls Please.**

Cumulus Media - 6 days ago - report job

- original job

If you require alternative methods of application or screening, you must approach the employer directly to request this as Indeed is not responsible for the employer's application process.

[Content Producer jobs in San Francisco, CA](#)

[Jobs at Cumulus Media in San Francisco, CA](#)

[Content Producer salaries in San Francisco, CA](#)