

6. Previous experience working from distance with clients will be a plus.

**Other Duties**

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Entravision Communications is an Equal Opportunity Employer. We encourage women and minorities to apply.

<b>Type of Job</b>	Full Time
<b>Job Location</b>	California
<b>Expiration Date</b>	06/11/2021
<b>Job Requirements</b>	
<b>Degrees Wanted</b>	Associates, Bachelors, Diploma
<b>Majors Wanted</b>	Any Major
<b>Job Targets Wanted</b>	Any Job Target.
<b>Special Skills Wanted</b>	
<b>Other Job Requirements</b>	
<b>Company Information</b>	
<b>Company Name</b>	<b>Entravision Communications Corporation</b>
<b>Employer Web Site</b>	<a href="http://entravision.com">http://entravision.com</a>
<b>Company Description</b>	Entravision Communications Corporation is a leading media company that reaches and engages U.S. Latinos across acculturation levels and media channels, as well as consumers in Mexico. The company's comprehensive portfolio incorporates integrated media and marketing solutions comprised of acclaimed television, radio, digital properties, events, and data analytics services. Entravision has 56 primary television stations and is the largest affiliate group of both the Univision and UniMás television networks. Entravision also owns and operates 49 primarily Spanish-language radio stations featuring nationally recognized talent, as well as the Entravision Audio Network and Entravision Solutions, a coast-to-coast national spot and network sales and marketing organization representing Entravision's owned and operated, as well as its affiliate partner, radio stations. According to comScore Media Metrix®, Entravision's digital operating group, Pulpo, is the #1-ranked online advertising platform in Hispanic reach, and Pulpo's comprehensive media offering, data, and consumer insights lead the industry. Entravision shares of Class A Common Stock are traded on The New York Stock Exchange under the symbol: EVC.
<b>Equal Opportunity Employer</b>	Yes
<b>Contact Information</b>	
<b>Contact</b>	

Name: Rachel Gallop  
Address: 5700 Wilshire Blvd  
Suite 250  
Los Angeles, CA 90036  
Phone: 323-900-6100  
Email: rachel.gallop@entravision.com  
Apply Online

✉ customerservice@mediagignow.com



☰ Menu

## Digital Account Manager

📅 Posted 3 months ago

### DESCRIPTION

**Digital Account Manager**

**Digital Account Manager**

**Location/Market: Los Angeles, CA**

#### **JOB DESCRIPTION**

##### **Summary**

The Digital Account Manager will be a key contributor to our Client Services team and will be responsible for working with internal and external partners to flawlessly execute campaigns for Advertisers/Agencies in Local US Markets and drive revenue for Entravision. The right individual will be effective in communication, organization, and analytical thinking, while thrive in an ever-evolving, fast-paced environment. Your team will include thoughtful, problem-solving individuals who are passionate about working with their clients.

##### **Duties And Responsibilities**

- Project manage multiple campaigns from pre-launch through campaign wrap with focus on client KPIs and retention
- Work with ad ops, creative services, and client as needed to troubleshoot any ad creative issues that impact tracking, implementation, or reporting
- Be the frontline on all booked revenue to monitor campaign delivery and pacing; escalate issues when applicable
- Think strategically about our clients' business goals and how we can optimize performance to align with customer needs throughout their campaign and beyond; provide performance based strategies for upsell opportunities
- Provide necessary campaign deliverables including but not limited to: reporting, screenshots, performance insights, and ad-hoc requests
- Cultivate positive business relationships with clients and sales, design, operations, and technical teams
- Collaborate with billing team to resolve monthly invoicing queries

### **Requirements And General Skills**

- 3+ years in digital advertising specifically in campaign execution and delivery, client communication, and project management
- Understanding basic digital terminology and application (ie CPM, Bidding, Margins, CPC, etc)
- Knowledge of post-sale process and creation of digital assets; experience with display, mobile, audio, video, OTT/CTV, and SEM advertising products
- Experience managing lead-gen campaigns (Google Ads & Facebook) a HUGE PLUS!
- Understanding and experience with creative specs, tags, ad copy and custom ad/content creation
- Skill in working within internal order management systems and third-party systems to monitor campaign delivery and performance
- Extremely proactive and highly organized, with the ability to manage and prioritize multiple and varied tasks

and campaigns in a timely manner

- Excellent client service skills with an emphasis on verbal and written communication; results driven with strong analytical skills
- Experience creating visually appealing and analytical presentations utilizing campaign performance and industry data in order to reinforce delivery of client KPIs and maintain client retention
- Enjoy working in a collaborative team environment, sharing knowledge across the department
- Must be fluent in English (written and verbal) with a professional tone and experience speaking with various audiences
- Spanish fluency a plus

#### **Position Type/Expected Hours of Work**

This is a Full Time position. Actual hours and schedule may vary.

#### **Supervisory Responsibility**

Reports directly to **EVP of US Digital**

#### **Other Duties**

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We encourage women and minorities to apply.

## **JOB EXPERIENCE**

*Experience in Pre-sales campaign planning and RFP/RFI response including media spreadsheet and presentation.*

*build is a Plus!!*

## REQUIREMENTS

### Required Education and Experience

1. Minimum of 3 years of relevant experience in related field.
2. Strong knowledge of: Display advertising paid search, content marketing, and Google Analytics.
3. Previous experience as Account Executive or Sales Planning positions will be considered.
4. Strong understanding of Internet terms and technologies.
5. English verbal and written as well as Spanish proficiency is mandatory.
6. Previous experience working from distance with clients will be a plus.

## ADDITIONAL INFO

## HOW TO APPLY

Please see Link where to apply: <https://entravision.csod.com/ats/careersite/jobdetails.aspx?site=1&c=entravision&id=2461>

<https://entravision.csod.com/ats/careersite/jobdetails.aspx?site=1&c=entravision&id=2461>



**Return To Job Listings**





**Job Title:** Digital Account Manager  
**Job Category:** MARKETING  
**Open Date:** 5/12/2021  
**Closing Date:** 6/12/2021  
**Job Type:** Full Time  
**City:** LOS ANGELES  
**Zipcode:** 90036  
**State:** California  
**Url:** <http://https://entravision.csod.com/ats/careersite/jobdetails.aspx?site=1&c=entravision&id=2461>

**Job Details:** Digital Account Manager

Digital Account Manager

Location/Market: Los Angeles, CA

## JOB DESCRIPTION

### Summary

The Digital Account Manager will be a key contributor to our Client Services team and will be responsible for working with internal and external partners to flawlessly execute campaigns for Advertisers/Agencies in Local US Markets and drive revenue for Entravision. The right individual will be effective in communication, organization, and analytical thinking, while thrive in an ever-evolving, fast-paced environment. Your team will include thoughtful, problem-solving individuals who are passionate about working with their clients.

### Duties And Responsibilities

4 Spanish fluency a plus

**Position Type/Expected Hours of Work**

This is a Full Time position. Actual hours and schedule may vary.

**Supervisory Responsibility**

Reports directly to EVP of US Digital

**Other Duties**

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**Experience:** *Experience in Pre-sales campaign planning and RFP/RFI response including media spreadsheet and presentation build is a Plus!!*

**Requirements:**

#### **Required Education and Experience**

1. Minimum of 3 years of relevant experience in related field.
2. Strong knowledge of Display advertising paid search, content marketing, and Google Analytics.
3. Previous experience as Account Executive or Sales Planning positions will be considered.
4. Strong understanding of Internet terms and technologies.
5. English verbal and written as well as Spanish proficiency is mandatory.

6. Previous experience working from distance with clients will

be a plus.

**Contact Details:** Please see [Link](https://entravision.csod.com/ats/careersite/jobdetails.aspx?site=1&c=entravision&id=2461) where to apply:  
<https://entravision.csod.com/ats/careersite/jobdetails.aspx?site=1&c=entravision&id=2461>

**Job Notification Details Report**

**From:** Los Angeles, CA

**Date:** 9/8/2021

**Page:** 6/27

**Job Notification details between 8/1/2020 to 7/31/2021**

**Content Editor (Broadcast1Source tracking number 89473)**

**No. of Agencies were used:** 5

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

**Sent On:** 04/12/2021

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**E-Mail:** jadoremos@entravision.com

**Title:** Content Editor

**Experience:**

**Required Education and Experience**

- Job Requirements/Qualifications:
- Knowledge of Adobe Premiere and Final Cut software preferred
- Minimum 2-3 years of experience in the field
- Knowledge and ability to deliver coverage across multiple platforms
- Must be fluent in Spanish and English (speak, read & write)
- Must be willing to submit a background investigation
- Must have a valid driver's license
- Must have unrestricted work authorization to work in the United States
- Punctuality and Dependability are essential
- Must be able to work all shifts, including weekends and Holidays and be willing to change schedules with little or no notice if needed.

**Requirements:**

**Job Notification Details Report**

**From:** Los Angeles,CA

**Date:** 9/8/2021

**Page:** 7/27

**Job Notification details between 8/1/2020 to 7/31/2021**

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We encourage women and minorities to apply.

**Description:**

Entravision Network seeks a news photographer/editor. Qualified applicants should have at least one-year shooting experience in a news environment. Candidates should possess strong video compositional skills and the ability to tell a visually compelling story.

The applicant also needs to run camera, work closely with digital team,

**Essential Functions**

- Teamwork player. Work with a wide range of people all across the U.S.
- Create and edit video content to be syndicated to Entravision's several platforms.
- Shooting and editing of vo's, vo-sot and packages for Broadcast Air and On-line postings
- Operate studio cameras during live news shows and special shows.

**Position Type/Expected Hours of Work**

This is a Full Time position. Actual hours and schedule may vary.

**Supervisory Responsibility**

Reports directly to VP of News & Video

**Additional Information:**

**Contact:**

<https://entravision.csod.com/ats/careersite/jobdetails.aspx?site=1&c=entravision&id=2435>

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

**Job Notification Details Report**

**From:** Los Angeles,CA

**Date:** 9/8/2021

**Page:** 8/27

**Job Notification details between 8/1/2020 to 7/31/2021**

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

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Jose Gonzalez at [josegonzalez@entravision.com](mailto:josegonzalez@entravision.com)

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
4/12/2021	Entertainment Careers. Net	No	Brad Hall	1--	By User/Other System
4/12/2021	<a href="http://www.mediagignow.com">www.mediagignow.com</a>	No	MediaGigNow.com	1--	<a href="mailto:customerservice@mediagignow.com">customerservice@mediagignow.com</a>
4/12/2021	Entravision Communications	No	Jose Gonzalez	1--	By User/Other System
4/12/2021	Santa Monica College	No	CAREER SERVICES	1--	By User/Other System
4/12/2021	California Broadcasters Assoc.	No	Joe Berry	1--	By User/Other System



Jose Gonzalez <josegonzalez@entravision.com>

---

## Your Content Editor job submission.

---

EntertainmentCareers.Net Support <bouncesubmit-343909@entertainmentcareers.net>  
Reply-To: lajobs@entravision.com  
To: lajobs@entravision.com

Mon, Apr 12, 2021 at 5:31 PM

\*\*\*\*\*CONFIRMATION\*\*\*\*\*

Thank you for posting your jobs with EntertainmentCareers.net.

**\*New\*** Upgrade your posting to get better visibility:

- Keep your posting in the top of the search results.
- Have your posting or company featured on the front page of the site.
- Add your logo.
- Include a link to your website.

Click here upgrade, edit, or remove your posting [https://www.entertainmentcareers.net/d/B3C06D27937BB9F2?utm\\_source=ecn\\_jobpostconfirm&utm\\_medium=email](https://www.entertainmentcareers.net/d/B3C06D27937BB9F2?utm_source=ecn_jobpostconfirm&utm_medium=email)

We respectfully ask you to do the following:

#1 When the position is filled, please remove it (instructions below) from the site ASAP.

#2 When you do hire someone as a result of posting on EntertainmentCareers.Net, please, please, please, let us know. This is the only way we measure our performance and it absolutely makes our day to hear the SUCCESS stories.

#3 Please provide us with any feedback that you may have, we always welcome suggestions for improving the site. If you would like to see a feature added to the site, let us know. We have, so far, never turned down a request to add a feature.

#4 We strive to get things right; Please let us know ASAP if there are any problems.

Please note that it will take 1 business day until you will be able to see the posting on the website. If you need a posting rushed, please let us know

\*\*\*\*Your Listing\*\*\*\*

Use this link to edit or delete your posting [https://www.entertainmentcareers.net/d/B3C06D27937BB9F2?utm\\_source=ecn\\_jobpostconfirm&utm\\_medium=email](https://www.entertainmentcareers.net/d/B3C06D27937BB9F2?utm_source=ecn_jobpostconfirm&utm_medium=email)

Full or Part Time: Full Time

Job or Internship: Job

Company: Entravision Communications

City: Los Angeles

State: CA

Country: US

Job Title: Content Editor

Job Description: Entravision Network seeks a news photographer/editor. Qualified applicants should have at least one-year shooting experience in a news environment. Candidates should possess strong video compositional skills and the ability to tell a visually compelling story.

The applicant also needs to run camera; work closely with digital team,

#### Essential Functions

- Teamwork player: Work with a wide range of people all across the U.S.
- Create and edit video content to be syndicated to Entravision's several platforms.
- Shooting and editing of vo's, vo-sot and packages for Broadcast Air and On-line postings
- Operate studio cameras during live news shows and special shows.

#### Position Type/Expected Hours of Work

This is a Full Time position. Actual hours and schedule may vary.

#### Supervisory Responsibility

Reports directly to VP of News & Video

#### Required Education and Experience

- Job Requirements/Qualifications:
- Knowledge of Adobe Premiere and Final Cut software preferred
- Minimum 2-3 years of experience in the field
- Knowledge and ability to deliver coverage across multiple platforms
- Must be fluent in Spanish and English (speak, read & write)
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- Must have unrestricted work authorization to work in the United States
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- Must be able to work all shifts, including weekends and Holidays and be willing to change schedules with little or no notice if needed.

#### Other Duties

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Your anonymous EntertainmentCareers.Net email address will be shown in the posting and will forward to lajobs@entravision.com

To make any changes or to delete the listing, go to the employer's section of the site [https://www.entertainmentcareers.net/employer/?utm\\_source=ecn\\_jobpostconfirm&utm\\_medium=email](https://www.entertainmentcareers.net/employer/?utm_source=ecn_jobpostconfirm&utm_medium=email) and click on 'My Postings'.

Thank you,

Brad Hall  
Founder/CEO  
EntertainmentCareers.Net  
310-442-0200 x101 Phone  
128.177.138.254

ref:ecnb1

**KDLL, KDLE, KLYY, KSSC, KSSD, KSSE**  
**Fax and E-mail verification summary report for Content Editor**

**Position: Content Editor**

**Hire Date: June 9, 2021**

This report, generated by Broadcast1 Source, verifies that KDLD, KDLE, KLYY, KSSC, KSSD, KSSE 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:**

Entravision Network seeks a news photographer/editor. Qualified applicants should have at least one-year shooting experience in a news environment. Candidates should possess strong video compositional skills and the ability to tell a visually compelling story.

The applicant also needs to run camera, work closely with digital team,

**Essential Functions**

- Teamwork player. Work with a wide range of people all across the U.S.
- Create and edit video content to be syndicated to Entravision's several platforms.
- Shooting and editing of vo's, vo-sot and packages for Broadcast Air and On-line postings
- Operate studio cameras during live news shows and special shows.

**Position Type/Expected Hours of Work**

This is a Full Time position. Actual hours and schedule may vary.

**Supervisory Responsibility**

Reports directly to VP of News & Video

**Requirements:**

**KDLLD, KDLE, KLYY, KSSC, KSSD, KSSE**  
**Fax and E-mail verification summary report for Content Editor**

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**Experience:**

**Required Education and Experience**

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**Additional Information:**

**Contact:**

<https://entravision.csod.com/ats/careersite/jobdetails.aspx?site=1&c=entravision&id=2435>

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

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**KDLL, KDLE, KLYY, KSSC, KSSD, KSSE**  
**Fax and E-mail verification summary report for Content Editor**

RS Number	Recruiting Source	Date and Time
11	www.mediagignow.com E-mail: customerservice@mediagignow.com	Sent: 4/12/2021 8:43:27 PM



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**Content Editor**

**Location/Market: Los Angeles, CA**

[Create a Profile](#) | [Log In](#)

## JOB DESCRIPTION

### Summary

Entravision Network seeks a news photographer/editor. Qualified applicants should have at least one-year shooting experience in a news environment. Candidates should possess strong video compositional skills and the ability to tell a visually compelling story.



- Teamwork player. Work with a wide range of people all across the U.S.
- Create and edit video content to be syndicated to Entravision's several platforms.
- Shooting and editing of vo's, vo-sot and packages for Broadcast Air and On-line postings
- Operate studio cameras during live news shows and special shows.

#### **Position Type/Expected Hours of Work**

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#### **Supervisory Responsibility**

Reports directly to VP of News & Video

#### **Required Education and Experience**

- Job Requirements/Qualifications:
- Knowledge of Adobe Premiere and Final Cut software preferred
- Minimum 2-3 years of experience in the field
- Knowledge and ability to deliver coverage across multiple platforms
- Must be fluent in Spanish and English (speak, read & write)
- Must be willing to submit a background investigation
- Must have a valid driver's license
- Must have unrestricted work authorization to work in the United States



**weekends and holidays and be willing to change schedules with little or no notice if needed.**

#### **Other Duties**

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**We encourage women and minorities to apply.**

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- **Mobile Terms of Use**
- **Privacy Policy**
- **Terms of Sales**

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## Job Postings

**Job #6403282 has been posted successfully.**

Listed below are the jobs that you have posted to **Santa Monica College**.

**On Hold:** not yet reviewed; displayed on a pink background

**Pending:** reviewed and approved; scheduled to become Active on a future date


**Under Review:** additional information is needed for approval

**Active:** reviewed and approved; visible to job seekers


**Expired:** Expiration Date has been reached; no longer visible to job seekers; displayed in red text

**Not Approved:** reviewed but not approved for display to job seekers

Click the **Job ID** to view a posting as job seekers will see it.

Click on the  icon to Edit a job posting.

Click on the  icon to Expire an active job posting.











Click on the  icon to Repost a job posting.

Click on the  icon to view Submissions to a posting.

[Post a New Job](#)

Displaying records 1-20 of 45

[Next](#)

On Hold		
Job ID	Job Type	Deadline
<b>Content Editor</b>		
<a href="#">6403282</a>	Full Time	05/12/2021  
Expired		
<b>Digital Account Manager</b>		
<a href="#">6323180</a>	Full Time	02/05/2021 
<b>Graphic Design Intern</b>		
<a href="#">6134018</a>	Unpaid Internship	03/04/2020 
<b>Manager of Enterprise Networking</b>		
<a href="#">6134023</a>	Full Time	03/04/2020 
<b>Digital Sales Manager</b>		
<a href="#">5850318</a>	Full Time	04/20/2019 
<b>Receptionist</b>		
<a href="#">5790310</a>	Full Time	02/28/2019 
<b>Integrated Marketing Coordinator</b>		
<a href="#">5773708</a>	Full Time	02/14/2019  
<b>Campaign Manager</b>		
<a href="#">5700310</a>	Full Time	02/14/2019 



<del>5362392</del>	Full Time	11/30/2018	
<b>Integrated Marketing Director</b>			
<b>Job ID</b>	<b>Job Type</b>	<b>Deadline</b>	
5362317	Full Time	02/18/2018	
<b>Executive Assistant TV &amp; Radio</b>			
<b>Job ID</b>	<b>Job Type</b>	<b>Deadline</b>	
5362335	Full Time	02/18/2018	
<b>Shared Services Specialist</b>			
<b>Job ID</b>	<b>Job Type</b>	<b>Deadline</b>	
5244929	Full Time	11/11/2017	
<b>Receptionist</b>			
<b>Job ID</b>	<b>Job Type</b>	<b>Deadline</b>	
5244922	Full Time	10/31/2017	
<b>Integrated Marketing Coordinator</b>			
<b>Job ID</b>	<b>Job Type</b>	<b>Deadline</b>	
4834075	Full Time	12/26/2016	
<b>Digital Video Editor</b>			
<b>Job ID</b>	<b>Job Type</b>	<b>Deadline</b>	
4715948	Full Time	11/11/2016	
<b>Radio Broadcast Studio Engineer</b>			
<b>Job ID</b>	<b>Job Type</b>	<b>Deadline</b>	
4715733	Full Time	10/30/2016	
<b>Integrated Marketing Solutions Consultant</b>			
<b>Job ID</b>	<b>Job Type</b>	<b>Deadline</b>	
4715799	Full Time	10/22/2016	
<b>Promotions Van Driver</b>			
<b>Job ID</b>	<b>Job Type</b>	<b>Deadline</b>	
4665111	Part Time	10/16/2016	
<b>Commercial Producer</b>			
<b>Job ID</b>	<b>Job Type</b>	<b>Deadline</b>	
4644584	Full Time	09/30/2016	
<b>National Entertainment Digital Content Director</b>			
<b>Job ID</b>	<b>Job Type</b>	<b>Deadline</b>	
4682547	Full Time	09/26/2016	
<b>Broadcast Studio Technical Operations Manager</b>			
<b>Job ID</b>	<b>Job Type</b>	<b>Deadline</b>	
4699379	Full Time	09/21/2016	



**Job Title:** Content Editor  
**Job Category:** Design  
**Open Date:** 4/12/2021  
**Closing Date:** 5/12/2021  
**Job Type:** Full Time  
**State:** California  
**Url:** <http://www.superestrella.com>

**Job Details:** Entravision Network seeks a news photographer/editor. Qualified applicants should have at least one-year shooting experience in a news environment. Candidates should possess strong video compositional skills and the ability to tell a visually compelling story.

The applicant also needs to run camera, work closely with digital team,

#### **Essential Functions**

• **Teamwork player.** Work with a wide range of people all across the U.S.

• **Create and edit video content** to be syndicated to Entravision's several platforms.

• **Shooting and editing of vo's, vo-sot and packages for Broadcast Air and On-line postings**

• **Operate studio cameras during live news shows and special shows.**

#### **Position Type/Expected Hours of Work**

This is a Full Time position. Actual hours and schedule may vary.

#### **Supervisory Responsibility**

Reports directly to VP of News & Video

#### **Experience:**

##### **Required Education and Experience**

**Job Requirements/Qualifications:**

• **Knowledge of Adobe Premiere and Final Cut software preferred**

• **Minimum 2-3 years of experience in the field**

• **Knowledge and ability to deliver coverage across multiple platforms**

• **Must be fluent in Spanish and English (speak, read & write)**

• **Must be willing to submit a background investigation**

• **Must have a valid driver's license**

**Must** have unrestricted work authorization to work in the United States

Punctuality and Dependability are essential

**Must** be able to work all shifts, including weekends and Holidays and be willing to change schedules with little or no notice if needed.

**Requirements:** Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Entravision Communications Corporation participates in the E-Verify system operated by the US Department of Homeland Security and the Social Security Administration and will use E-Verify to confirm work eligibility for all new hire employees.

Entravision Communications is an Equal Opportunity Employer.

We encourage women and minorities to apply.

**Contact Details:** <https://entravision.csod.com/ats/careersite/jobdetails.aspx?site=1&c=entravision&id=2435>

**Job Notification Details Report**

**From:** Los Angeles, CA

**Date:** 9/8/2021

**Page:** 9/27

**Job Notification details between 8/1/2020 to 7/31/2021**

**National Sales Coordinator (Broadcast1Source tracking number 89472)**

**No. of Agencies were used:** 5

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

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

**Sent On:** 04/12/2021

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**E-Mail:** jadoremos@entravision.com

**Title:** National Sales Coordinator

**Experience:**

**Competencies**

1. Technical Capability.
2. Strategic Thinking.
3. Excellent Verbal & Written Communication Skills.
4. Organizational Skills.
5. Attention to Detail.
6. Ability to Maintain Strict Confidentiality.
7. Multitasking and Prioritizing in a Dynamic Work Environment.
8. Leadership.
9. Teamwork.

**Supervisory Responsibility**

**Reports directly to VP Local & National Media**

**Position Type/Expected Hours of Work**

**Job Notification Details Report**

**From:** Los Angeles, CA

**Date:** 9/8/2021

**Page:** 10/27

**Job Notification details between 8/1/2020 to 7/31/2021**

This is a Full Time position, Monday through Friday. Actual hours and schedule may vary.

**Required Education and Experience**

1. Minimum of 2 years broadcast sales experience with understanding of promotions, consumer research and ratings.
2. A complete and full knowledge of Microsoft Word, PowerPoint, and Excel.
3. Full knowledge of Wide Orbit Media Sales & Traffic system.
4. Working knowledge of qualitative and quantitative data including Nielsen TV & Audio and Scarborough.
5. Strong telephone skills.

**Preferred Education and Experience**

1. Experience putting together a client presentation or event recap.
2. Spanish speaking proficiency is preferred.

**Requirements:**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

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**Description:**

**Job Notification Details Report**

Date: 9/8/2021

From: Los Angeles,CA

Page: 11/27

**Job Notification details between 8/1/2020 to 7/31/2021**

Responsible for handling both national radio as well as some local radio business. Performs daily responsibilities including entering contracts, sending pre-emption notices, preparing make-good offers based on ratings and preparing post analysis. The position reports directly to the National Sales Manager and the General Sales Manager.

**Essential Functions**

1. Enters contracts.
2. Sends pre-emption notices.
3. Prepares make-good offers based on rating and prepares post analysis.

**Additional Information:****Contact:**

<https://entravision.csod.com/ats/careersite/jobdetails.aspx?site=1&c=entravision&id=2433>

**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 Jose Gonzalez at [josegonzalez@entravision.com](mailto:josegonzalez@entravision.com)

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
4/12/2021	Entertainment Careers, Net	No	Brad Hall	1--	By User/Other System
4/12/2021	United Latino Job Bank   HireLatinos.org	No	n/a n/a	1--	By User/Other System
4/12/2021	Entravision Communications	No	Jose Gonzalez	1--	By User/Other System
4/12/2021	www.mediagignow.com	No	MediaGigNow.com	1--	customerservice@mediagignow.com
4/12/2021	California Broadcasters Assoc.	No	Joe Berry	1--	By User/Other System

Please help us help you better. Please take this 30 second survey to let us know how we can better assist you with your job search and career development.

Posting Guidelines

FAQ

Premium Listings

Site Advertising

ATS Integration

## Post A Job: Confirmation

Your posting has been submitted and an email confirmation has been sent.

### Important Notes

Please note the following:

- It will take 24 hours for the job to appear live on the site to the general public.
- If you have duplicate postings (see list below), they **must** be removed before we will process any new postings.
- To Edit or Remove one of the other postings listed below, [Click Here](#).

### Upgrade Your Posting

Increase the visibility of your job posting. Click "Upgrade" next to the listing to add one of the following benefits:

- **Featured Posting** - Posting will show at the top of your category
- **Company Logo** - Brand your posting with your logo
- **Web Link** - Direct applicants to your company's website
- **Front Page** - Highlight your listing on our site's front page

Date	Job Title	Company	Location	Status	Modify
Apr 13	National Sales Coordinator	Entravision Communications	Los Angeles, CA	Offline	<input type="button" value="Edit"/> <input type="button" value="Upgrade"/>

**Support**

Report A Problem  
 Job Seeker FAQ  
 Employer FAQ  
 Contact Us

**Employer**

Post A Job  
 Employer FAQ  
 Premium Posting  
 Who Uses Us

**Advertising**

Site Advertising

**Follow us**

Twitter  
 Facebook  
 YouTube  
 TikTok

**Site**

RSS Feeds  
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The security of your personal information is of paramount importance to us. We hire outside companies to test our security on a daily basis.

You have successfully posted your job.  
View your job stats in "My Account" section (<http://hirelatinos.org/my-listings/job/>)

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# National Sales Coordinator

Entravision Communications

Apr 12, 2021

Full time

Administrative

Administrative Assistant

Advertising Sales

## **JOB DESCRIPTION**

Entravision Communications Corporation

National Sales Coordinator

Location/Market: Los Angeles, CA

### **JOB DESCRIPTION**

#### **Summary**

Responsible for handling both national radio as well as some local radio business. Performs daily responsibilities including entering contracts, sending pre-emption notices, preparing make-good offers based on ratings and preparing post analysis. The position reports directly to the National Sales Manager and the General Sales Manager.

#### **Essential Functions**

1. Enters contracts.
2. Sends pre-emption notices.
3. Prepares make-good offers based on rating and prepares post analysis.

#### **Competencies**



1. Technical Capability.
2. Strategic Thinking.
3. Excellent Verbal & Written Communication Skills.
4. Organizational Skills.
5. Attention to Detail.
6. Ability to Maintain Strict Confidentiality.
7. Multitasking and Prioritizing in a Dynamic Work Environment.
8. Leadership.
9. Teamwork.

#### Supervisory Responsibility

Reports directly to VP Local & National Media

#### Position Type/Expected Hours of Work

This is a Full Time position, Monday through Friday. Actual hours and schedule may vary.

#### Required Education and Experience

1. Minimum of 2 years broadcast sales experience with understanding of promotions, consumer research and ratings.
2. A complete and full knowledge of Microsoft Word, PowerPoint, and Excel.
3. Full knowledge of Wide Orbit Media Sales & Traffic system.
4. Working knowledge of qualitative and quantitative data including Nielsen TV & Audio and Scarborough.
5. Strong telephone skills.

#### Preferred Education and Experience

1. Experience putting together a client presentation or event recap.
2. Spanish speaking proficiency is preferred.

#### Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

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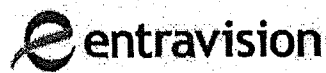
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We encourage women and minorities to apply.

### About Entravision Communications

**Company Profile (<http://hirelatinos.org/company/861/entravision-communications/>)**

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**National Sales Coordinator**

**Location/Market: Los Angeles, CA**

## JOB DESCRIPTION

### Summary

Responsible for handling both national radio as well as some local radio business. Performs daily responsibilities including entering contracts, sending pre-emption notices, preparing make-good offers



### **Essential Functions**

1. Enters contracts.
2. Sends pre-emption notices.
3. Prepares make-good offers based on rating and prepares post analysis.

### **Competencies**

1. Technical Capability.
2. Strategic Thinking.
3. Excellent Verbal & Written Communication Skills.
4. Organizational Skills.
5. Attention to Detail.
6. Ability to Maintain Strict Confidentiality.
7. Multitasking and Prioritizing In a Dynamic Work Environment.
8. Leadership.
9. Teamwork.

### **Supervisory Responsibility**

**Reports directly to VP Local & National Media**

**Position Type/Expected Hours of Work**

**This is a Full Time position, Monday through Friday.  
Actual hours and schedule may vary.**

### **Required Education and Experience**

1. Minimum of 2 years broadcast sales experience with understanding of promotions, consumer research and ratings.
2. A complete and full knowledge of Microsoft Word, PowerPoint, and Excel.
3. Full knowledge of Wide Orbit Media Sales & Traffic system.



#### **Preferred Education and Experience**

1. Experience putting together a client presentation or event recap.
2. Spanish speaking proficiency is preferred.

#### **Other Duties**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

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**KDLD, KDLE, KLYY, KSSC, KSSD, KSSE**  
**Fax and E-mail verification summary report for National Sales Coordinator**

**Position: National Sales Coordinator**

**Hire Date: April 19, 2021**

This report, generated by Broadcast1 Source, verifies that KDLD, KDLE, KLYY, KSSC, KSSD, KSSE 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:**

Responsible for handling both national radio as well as some local radio business. Performs daily responsibilities including entering contracts, sending pre-emption notices, preparing make-good offers based on ratings and preparing post analysis. The position reports directly to the National Sales Manager and the General Sales Manager.

**Essential Functions**

1. Enters contracts.
2. Sends pre-emption notices.
3. Prepares make-good offers based on rating and prepares post analysis.

**Requirements:**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

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**Experience:**

**KDLD, KDLE, KLYY, KSSC, KSSD, KSSE**  
**Fax and E-mail verification summary report for National Sales Coordinator**

**Competencies**

1. Technical Capability.
2. Strategic Thinking.
3. Excellent Verbal & Written Communication Skills.
4. Organizational Skills.
5. Attention to Detail.
6. Ability to Maintain Strict Confidentiality.
7. Multitasking and Prioritizing in a Dynamic Work Environment.
8. Leadership.
9. Teamwork.

**Supervisory Responsibility**

**Reports directly to VP Local & National Media**

**Position Type/Expected Hours of Work**

This is a Full Time position, Monday through Friday. Actual hours and schedule may vary.

**Required Education and Experience**

1. Minimum of 2 years broadcast sales experience with understanding of promotions, consumer research and ratings.
2. A complete and full knowledge of Microsoft Word, PowerPoint, and Excel.
3. Full knowledge of Wide Orbit Media Sales & Traffic system.
4. Working knowledge of qualitative and quantitative data including Nielsen TV & Audio and Scarborough.
5. Strong telephone skills.

**Preferred Education and Experience**



**KDLD, KDLE, KLYY, KSSC, KSSD, KSSE**  
**Fax and E-mail verification summary report for National Sales Coordinator**

1. Experience putting together a client presentation or event recap.
2. Spanish speaking proficiency is preferred.

**Additional Information:**

**Contact:**

<https://entravision.csod.com/ats/careersite/jobdetails.aspx?site=1&c=entravision&id=2433>

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

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

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**KDLD, KDLE, KLYY, KSSC, KSSD, KSSE**  
**Fax and E-mail verification summary report for National Sales Coordinator**

RS Number	Recruiting Source	Date and Time
11	www.mediagignow.com E-mail: customerservice@mediagignow.com	Sent: 4/12/2021 8:26:53 PM



**Job Title:** National Sales Coordinator  
**Job Category:** Administrative  
**Open Date:** 4/12/2021  
**Closing Date:** 5/12/2021  
**Job Type:** Full Time  
**State:** California  
**Url:** <http://www.superestrella.com>

**Job Details:** Responsible for handling both national radio as well as some local radio business. Performs daily responsibilities including entering contracts, sending pre-emption notices, preparing make-good offers based on ratings and preparing post analysis. The position reports directly to the National Sales Manager and the General Sales Manager.

#### **Essential Functions**

1. Enters contracts.
2. Sends pre-emption notices.
3. Prepares make-good offers based on rating and prepares post analysis.

#### **Experience:**

##### **Competencies**

1. Technical Capability.
2. Strategic Thinking.
3. Excellent Verbal & Written Communication Skills.
4. Organizational Skills.
5. Attention to Detail.
6. Ability to Maintain Strict Confidentiality.
7. Multitasking and Prioritizing in a Dynamic Work Environment.
8. Leadership.
9. Teamwork.

##### **Supervisory Responsibility**

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##### **Position Type/Expected Hours of Work**

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**Job Notification Details Report**

**From:** Los Angeles, CA

**Date:** 9/8/2021

**Page:** 12/27

**Job Notification details between 8/1/2020 to 7/31/2021**

**Digital Account Manager (Broadcast1Source tracking number 87104)**

**No. of Agencies were used:** 7

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

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

**Sent On:** 01/06/2021

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**E-Mail:** jadoremos@entravision.com

**Title:** Digital Account Manager

**Experience:**

- ? Minimum of 2 years of relevant experience
- ? Agency and publisher experience a plus
- ? Media Math Knowledge a plus (CPM, ROAS, CPA, CPC)
- ? Hyper detail oriented, analytical, and data driven
- ? Able to organize and manage a large quantity of deadline-oriented tasks
- ? Ability to work with multiple internal and external stakeholders in a fast paced environment
- ? Inherently proactive, self-starter, and able to problem solve before issues escalate
- ? Experience working with sales
- ? Must be proficient in Microsoft Word, Excel, and PowerPoint
- ? Experience with Adobe Creative Cloud applications a plus

**Requirements:**

**Job Notification Details Report**

**From:** Los Angeles, CA

**Date:** 9/8/2021

**Page:** 13/27

**Job Notification details between 8/1/2020 to 7/31/2021**

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We encourage women and minorities to apply.

**Description:**

**Job Notification Details Report**

**From:** Los Angeles,CA

**Date:** 9/8/2021

**Page:** 14/27

**Job Notification details between 8/1/2020 to 7/31/2021**

Interested in working in the digital sales arm of a large media and digital company? Entravision offers our clients digital agency services across SEM, Paid Social, Video/OTT, Email and Display.

This full-time position will assist in the pre and post-sale efforts for a rapidly growing portion of our company focused on local digital campaigns. This is a great opportunity for someone interested in digital marketing, sales, advertising agencies or media.

**Responsibilities:**

- ? Entering insertion orders into our order management system, Wide Orbit, and submitting JIRA tickets for campaign fulfillment
- ? Develop digital campaign recaps with actionable insights
- ? Develop accurate digital proposals
- ? Assist in monitoring of active digital campaigns to ensure delivery and troubleshoot any issues like under pacing or underperformance
- ? Assist in graphic design for digital ads
- ? Submit custom estimate requests to appropriate digital team members
- ? Assist in prospect research
- ? Work with clients, account managers and Ad Ops to fulfill and execute sold digital campaigns
- ? Other duties as assigned to support Digital Sales Managers

**Additional Information:**

**Contact:**

Please see Link where to apply:

**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 Jose Gonzalez at [josegonzalez@entravision.com](mailto:josegonzalez@entravision.com)



**Job Notification Details Report**

Date: 9/8/2021

From: Los Angeles, CA

Page: 15/27

**Job Notification details between 8/1/2020 to 7/31/2021**

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
1/6/2021	indeed.com	No	Career Service	1--	By User/Other System
1/6/2021	United Latino Job Bank   HireLatinos.org	No	n/a n/a	1--	By User/Other System
1/6/2021	Santa Monica College	No	CAREER SERVICES	1--	By User/Other System
1/6/2021	So California Broadcasters Association	No	Thom Callahan	1--	By User/Other System
1/6/2021	Entravision Communications	No	Jose Gonzalez	1--	By User/Other System
1/6/2021	www.mediagignow.com	No	MediaGigNow.com	1--	customerservice@mediagignow.com
1/6/2021	California Broadcasters Assoc.	No	Joe Berry	1--	By User/Other System

Search candidates

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# Digital Account Manager

Entravision Communications – Los Angeles, CA

Sponsor this job

Edit job

Status: Open

## Clicks

### Gathering data...

Check back tomorrow to see how your job is performing.

10

5

0

Clicks this week

Sponsor Job for More Clicks

Improve Job Description

## Details

Created: January 6, 2021

Views: 0

Candidates: 0 total

Add a candidate

Find candidates

## Budget

Job Budget: Not sponsored

Sponsor job

## Candidates

Awaiting Review

0

Total (excluding rejected)

0

0 Rejected



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Get a more complete picture of each candidate by being able to view and compare their assessment score results when you turn on the assessment of your choice.

Choose Assessment

## Job Description

Interested in working in the digital sales arm of a large media and digital company? Entravision offers our clients digital agency services across SEM, Paid Social, Video/OTT, Email and Display.

This full-time position will assist in the pre and post-sale efforts for a rapidly growing portion of our company focused on local digital campaigns. This is a great opportunity for someone interested in digital marketing, sales, advertising agencies or media.

Responsibilities:

- Entering insertion orders into our order management system, Wide Orbit, and submitting JIRA tickets for campaign fulfillment

- Develop digital campaign recaps with actionable insights
- Develop accurate digital proposals
- Assist in monitoring of active digital campaigns to ensure delivery and troubleshoot any issues like under pacing or underperformance
- Assist in graphic design for digital ads
- Submit custom estimate requests to appropriate digital team members
- Assist in prospect research
- Work with clients, account managers and Ad Ops to fulfill and execute sold digital campaigns
- Other duties as assigned to support Digital Sales Managers

**Qualifications:**

- Minimum of 2 years of relevant experience
- Agency and publisher experience a plus
- Media Math Knowledge a plus (CPM, ROAS, CPA, CPC)
- Hyper detail oriented, analytical, and data driven
- Able to organize and manage a large quantity of deadline-oriented tasks
- Ability to work with multiple internal and external stakeholders in a fast paced environment
- Inherently proactive, self-starter, and able to problem solve before issues escalate
- Experience working with sales
- Must be proficient in Microsoft Word, Excel, and PowerPoint
- Experience with Adobe Creative Cloud applications a plus

**Other Duties**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

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Entravision Communications is an Equal Opportunity Employer. We encourage women and minorities to apply.

Job Type: Full-time

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# Digital Account Manager

Entravision Communications

Los Angeles

Jan 06, 2021

Full time

Media

## **JOB DESCRIPTION**

Interested in working in the digital sales arm of a large media and digital company? Entravision offers our clients digital agency services across SEM, Paid Social, Video/OTT, Email and Display.

This full-time position will assist in the pre and post-sale efforts for a rapidly growing portion of our company focused on local digital campaigns. This is a great opportunity for someone interested in digital marketing, sales, advertising agencies or media.

### Responsibilities:

- Entering insertion orders into our order management system, Wide Orbit, and submitting JIRA tickets for campaign fulfillment
- Develop digital campaign recaps with actionable insights
- Develop accurate digital proposals
- Assist in monitoring of active digital campaigns to ensure delivery and troubleshoot any issues like under pacing or underperformance
- Assist in graphic design for digital ads
- Submit custom estimate requests to appropriate digital team members

- Assist in prospect research
- Work with clients, account managers and Ad Ops to fulfill and execute sold digital campaigns
- Other duties as assigned to support Digital Sales Managers

#### Qualifications:

- Minimum of 2 years of relevant experience
- Agency and publisher experience a plus
- Media Math Knowledge a plus (CPM, ROAS, CPA, CPC)
- Hyper detail oriented, analytical, and data driven
- Able to organize and manage a large quantity of deadline-oriented tasks
- Ability to work with multiple internal and external stakeholders in a fast paced environment
- Inherently proactive, self-starter, and able to problem solve before issues escalate
- Experience working with sales
- Must be proficient in Microsoft Word, Excel, and PowerPoint
- Experience with Adobe Creative Cloud applications a plus

#### Other Duties

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#### URL

<https://entravision.csod.com/ats/careersite/jobdetails.aspx?site=1&c=entravision&id=2328>

## About Entravision Communications

**Company Profile (<http://hirelatinos.org/company/861/entravision-communications/>)**

**Apply Now (<http://hirelatinos.org/system/classifieds/application>)**

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## Job Detail Information

<b>Job Information</b>	
<b>Job ID</b>	<b>6323180</b>
<b>Job Title</b>	Digital Account Manager
<b>Job Description</b>	<p>Interested in working in the digital sales arm of a large media and digital company? Entravision offers our clients digital agency services across SEM, Paid Social, Video/OTT, Email and Display.</p> <p>This full-time position will assist in the pre and post-sale efforts for a rapidly growing portion of our company focused on local digital campaigns. This is a great opportunity for someone interested in digital marketing, sales, advertising agencies or media.</p> <p>Responsibilities:</p> <ul style="list-style-type: none"> <li>? Entering insertion orders into our order management system, Wide Orbit, and submitting JIRA tickets for campaign fulfillment</li> <li>? Develop digital campaign recaps with actionable insights</li> <li>? Develop accurate digital proposals</li> <li>? Assist in monitoring of active digital campaigns to ensure delivery and troubleshoot any issues like under pacing or underperformance</li> <li>? Assist in graphic design for digital ads</li> <li>? Submit custom estimate requests to appropriate digital team members</li> <li>? Assist in prospect research</li> <li>? Work with clients, account managers and Ad Ops to fulfill and execute sold digital campaigns</li> <li>? Other duties as assigned to support Digital Sales Managers</li> </ul>
<b>Type of Job</b>	Full Time
<b>Job Location</b>	Los Angeles, California 90036
<b>Expiration Date</b>	02/05/2021
<b>Job Requirements</b>	
<b>Degrees Wanted</b>	None Required
<b>Majors Wanted</b>	Any Major
<b>Job Targets Wanted</b>	Any Job Target
<b>Special Skills Wanted</b>	
<b>Other Job Requirements</b>	<p>Qualifications:</p> <ul style="list-style-type: none"> <li>? Minimum of 2 years of relevant experience.</li> <li>? Agency and publisher experience a plus</li> <li>? Media Math Knowledge a plus. (CPM, ROAS, CPA, CPC)</li> <li>? Hyper detail oriented, analytical, and data driven</li> </ul>

? Able to organize and manage a large quantity of deadline-oriented tasks

? Ability to work with multiple internal and external stakeholders in a fast paced environment

? Inherently proactive, self-starter, and able to problem solve before issues escalate

? Experience working with sales

? Must be proficient in Microsoft Word, Excel, and PowerPoint

? Experience with Adobe Creative Cloud applications a plus

**Other Duties**

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Entravision Communications is an Equal Opportunity Employer. We encourage women and minorities to apply.

**Company Information**

**Company Name**

**Entravision Communications Corporation**

**Employer Web Site**

<http://entravision.com>

**Company Description**

Entravision Communications Corporation is a leading media company that reaches and engages U.S. Latinos across acculturation levels and media channels, as well as consumers in Mexico. The company's comprehensive portfolio incorporates integrated media and marketing solutions comprised of acclaimed television, radio, digital properties, events, and data analytics services. Entravision has 56 primary television stations and is the largest affiliate group of both the Univision and UniMás television networks. Entravision also owns and operates 49 primarily Spanish-language radio stations featuring nationally recognized talent, as well as the Entravision Audio Network and Entravision Solutions, a coast-to-coast national spot and network sales and marketing organization representing Entravision's owned and operated, as well as its affiliate partner, radio stations. According to comScore Media Metrix®, Entravision's digital operating group, Pulpo, is the #1-ranked online advertising platform in Hispanic reach, and Pulpo's comprehensive media offering, data, and consumer insights lead the industry. Entravision shares of Class A Common Stock are traded on The New York Stock Exchange under the symbol: EVC.

**Equal Opportunity Employer**

Yes

**Contact Information**

**Contact:**

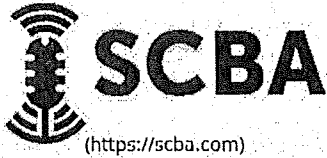
Name: Jose Gonzalez

Address: 5700 Wilshire Blvd



Suite 250  
Los Angeles, CA 90036

Phone: 323-900-6100



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# Digital Account Manager

for  
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By The Southern California Broadcasters Association (<https://scba.com/author/pwsadmin/>) | January 7, 2021

Administrative (<https://scba.com>) Anywhere Posted 5 days ago



## Entravision Communication

**Station/Call:** KLYY-FM

**Contact:** Fernando Calzada

**Contact Email:** Please apply using URL below

**Contact Phone Number:**

**Experience needed:** *Work Experience* Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

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We encourage women and minorities to apply.



**Description:**

Interested in joining the digital sales arm of a large media and digital company? SCBA provides a variety of digital agency services across SEM, Paid Social, Video/OTT, Email and Display.

This full-time position will assist in the pre and post-sale efforts for a rapidly growing portion of our company focused on local digital campaigns. This is a great opportunity for someone interested in digital marketing, sales, advertising agencies or media.

**Responsibilities:**  
Build local Brands, Market

- Enter and process orders into our order management system, Wide Orbit, and submit for IMA tickets for campaign fulfillment
- Develop for campaign recaps with actionable insights
- Develop accurate digital proposals
- Assist in monitoring of active digital campaigns to ensure delivery and troubleshoot any issues like under pacing or underperformance
- Assist in graphic design for digital ads
- Submit estimate requests to appropriate digital team members
- Assist in prospect research

- Work with clients, account managers and Ad Ops to fulfill and execute sold digital campaigns
- Other duties as assigned to support Digital Sales Managers

**Qualifications:**

- Minimum of 2 years of relevant experience
- Agency and publisher experience a plus
- Media Math Knowledge a plus (CPM, ROAS, CPA, CPC)
- Hyper detail oriented, analytical, and data driven
- Able to organize and manage a large quantity of deadline-oriented tasks
- Ability to work with multiple internal and external stakeholders in a fast paced environment
- Inherently proactive, self-starter, and able to problem solve before issues escalate
- Experience working with sales
- Must be proficient in Microsoft Word, Excel, and PowerPoint
- Experience with Adobe Creative Cloud applications a plus

Apply for job

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(https://scba.com)

(tel:8057010031)

(805) 701-0031  
(tel:8057010031)

13351 Riverside Dr,  
#669,  
Sherman Oaks, CA  
91423

(mailto:miles.sexton@scba.com)



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**Entravision Communications Corporation**

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**Digital Account Manager**

**Location/Market: Los Angeles**

## JOB DESCRIPTION

### Summary

Interested in working in the digital sales arm of a large media and digital company? Entravision offers our



sale efforts for a rapidly growing portion of our company focused on local digital campaigns. This is a great opportunity for someone interested in digital marketing, sales, advertising agencies or media.

**Responsibilities:**

- Entering insertion orders into our order management system, Wide Orbit, and submitting JIRA tickets for campaign fulfillment
- Develop digital campaign recaps with actionable insights
- Develop accurate digital proposals
- Assist in monitoring of active digital campaigns to ensure delivery and troubleshoot any issues like under pacing or underperformance
- Assist in graphic design for digital ads
- Submit custom estimate requests to appropriate digital team members
- Assist in prospect research
- Work with clients, account managers and Ad Ops to fulfill and execute sold digital campaigns
- Other duties as assigned to support Digital Sales Managers

**Qualifications:**

- Minimum of 2 years of relevant experience
- Agency and publisher experience a plus
- Media Math Knowledge a plus (CPM, ROAS, CPA, CPC)



of deadline-oriented tasks

- Ability to work with multiple internal and external stakeholders in a fast paced environment
- Inherently proactive, self-starter, and able to problem solve before issues escalate
- Experience working with sales
- Must be proficient in Microsoft Word, Excel, and PowerPoint
- Experience with Adobe Creative Cloud applications a plus

#### **Other Duties**

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**Date:** 9/8/2021

**Page:** 14/32

**KDLD, KDLE, KLYY, KSSC, KSSD, KSSE**  
**Fax and E-mail verification summary report for Digital Account Manager**

**Position:** Digital Account Manager

**Hire Date:** January 17, 2021

This report, generated by Broadcast1Source, verifies that KDLD, KDLE, KLYY, KSSC, KSSD, KSSE 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](mailto:contact@broadcast1source.com)

**Details:**

**KDLD, KDLE, KLYY, KSSC, KSSD, KSSE**  
**Fax and E-mail verification summary report for Digital Account Manager**

Interested in working in the digital sales arm of a large media and digital company? Entravision offers our clients digital agency services across SEM, Paid Social, Video/OTT, Email and Display.

This full-time position will assist in the pre and post-sale efforts for a rapidly growing portion of our company focused on local digital campaigns. This is a great opportunity for someone interested in digital marketing, sales, advertising agencies or media.

**Responsibilities:**

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- ? Assist in prospect research
- ? Work with clients, account managers and Ad Ops to fulfill and execute sold digital campaigns.
- ? Other duties as assigned to support Digital Sales Managers

**Requirements:**

**KDLLD, KDLE, KLYY, KSSC, KSSD, KSSE**  
**Fax and E-mail verification summary report for Digital Account Manager**

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**Experience:**

- ? Minimum of 2 years of relevant experience
- ? Agency and publisher experience a plus
- ? Media Math Knowledge a plus (CPM, ROAS, CPA, CPC)
- ? Hyper detail oriented, analytical, and data driven
- ? Able to organize and manage a large quantity of deadline-oriented tasks
- ? Ability to work with multiple internal and external stakeholders in a fast paced environment
- ? Inherently proactive, self-starter, and able to problem solve before issues escalate
- ? Experience working with sales
- ? Must be proficient in Microsoft Word, Excel, and PowerPoint
- ? Experience with Adobe Creative Cloud applications a plus

**Additional Information:**

**Contact:**

Please see Link where to apply:

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

Date: 9/8/2021

Page: 17/32

**KDLN, KDLE, KLYY, KSSC, KSSD, KSSE**

**Fax and E-mail verification summary report for Digital Account Manager**

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

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**KDL D, KDLE, KLYY, KSSC, KSSD, KSSE**  
**Fax and E-mail verification summary report for Digital Account Manager**

RS Number	Recruiting Source	Date and Time
11	www.mediagignow.com E-mail: customerservice@mediagignow.com	Sent: 1/6/2021 7:42:57 PM



**Job Title:** Digital Account Manager  
**Job Category:** MARKETING  
**Open Date:** 1/6/2021  
**Closing Date:** 2/6/2021  
**Job Type:** Full Time  
**State:** California  
**Url:** <http://www.superestrella.com>

**Job Details:** Interested in working in the digital sales arm of a large media and digital company? Entravision offers our clients digital agency services across SEM, Paid Social, Video/OTT, Email and Display.

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We encourage women and minorities to apply.

**Contact Details:** Please see [Link](#) where to apply.

**Job Notification details between 8/1/2020 to 7/31/2021**

**Integrated Marketing Solutions Consultant (Broadcast1Source tracking number 84374)**

**No. of Agencies were used:** 5

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

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

**Sent On:** 08/19/2020

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**E-Mail:** jadoremos@entravision.com

**Title:** Integrated Marketing Solutions Consultant

**Experience:**

**Organization:** Excellent organizational skills and an ability to multitask in a high pressure, fast-paced environment. A self-starter.

**Communication:** The capacities to attract, persuade, and motivate to develop new and existing client relationships. Must be self-confident and a collaborative team player through a connected environment. Must exhibit professionalism and cultural sensitivity.

**Broadcast:** Understanding, experience and exposure to TV and Radio broadcasting.

**Digital:** A clear understanding of digital ad-tech platforms and how they can be offered to clients.

**Exponential Alliances and Acquisitions:** The capacity to act and think "out of the box" in order to achieve and exceed required results and develop strategic alliances and partnerships either within or outside the advertising industry.

**Client contacts** and the capacity to develop Tier-1, 2 and 3 level NYC and other key market relationships.

**Planning:** Demonstrated management ability for accountability, planning, budgeting and reporting economic and operating KPIs.

**Languages:** English/Spanish

**Technology tools:** Office, Salesforce, BI tools, CRM tools, NPS platforms (active interest in the use of technology, processes and BI reporting)

**Requirements:**



**Job Notification Details Report**

**From:** Los Angeles, CA

**Date:** 9/8/2021

**Page:** 17/27

**Job Notification details between 8/1/2020 to 7/31/2021**

CRM experience mandatory.

Some years' experience in leadership brand, marketing, digital or business leadership positions.

Developing creative marketing solutions beyond a simple reach.

Reporting to management, developing strong presentations.

Experience in managing a National or Local client base.

Experience in developing product and sales marketing presentations to clients (e.g., upfronts).

**VII. OTHER DUTIES**

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**Description:**

**Job Notification Details Report**

**From:** Los Angeles, CA

**Date:** 9/8/2021

**Page:** 18/27

**Job Notification details between 8/1/2020 to 7/31/2021**

**I. OBJECTIVES**

- Develop and maintain relationships with advertisers and advertising agencies.
- Sell commercial airtime, event sponsorships, and marketing/NTR campaigns.
- Meet or exceed the revenue and OCF annual goals of the market.
- While using corporate tools and workflows, the position must provide world class product and service.

**II. RESPONSIBILITIES**

- **PLAN & STRATEGY:** The IMSC must develop a detailed plan to encourage the growth of new business and while also maintaining and growing existing business relationships. The IMSC presents the benefits of Spanish language advertising on one or more of our radio stations to local business owners and/or advertising agencies.
- **REVENUE & CONTRIBUTION:** To meet monthly and annual sales goals. To develop annual plans based on existing and new opportunities, bottom up account analysis, industry trends, competitive landscape and growth potential (updated on a Quarterly basis). This activity assumes that the position of IMSC must have a fully shared commitment to making the year's financial goals.
- **CUSTOMER SERVICE AND QUALITY CONTROL:** The IMSC is responsible for developing and maintaining a direct-to-client communication channel. This position assumes that a detailed plan to call, visit or contact customers to survey client needs, satisfaction and new product development initiatives. Uses interpersonal skills to selling commercial airtime, event sponsorships, and/or customized marketing campaigns designed to achieve the client's objectives.
- **ADDITIONAL DUTIES:** Additional job requirements may include research, promotions, development, copywriting, servicing, as well as some collection efforts.

**III. PERFORMANCE INDICATORS:**

Financial: Revenue & OCF; Operations /Tech. Monthly summary and detailed report with KPIs, including AUR, Salesforce, Content, Ratings, etc. Team: Annual structure, KPIs and Incentive plans recommendation to be established by December 1st for the following year. "Great Place to Work" goal above 70%. All top management with clear roles, KPIs and compensation protocols - annually by using a Balance Scorecard System; Deliver budgeting, capex, incentive plans in a timely fashion; Data: Owned content IP and user data.

**IV. SUPERVISORY RESPONSIBILITY**

Reports directly to SVP

**V. POSITION TYPE/EXPECTED HOURS OF WORK**

This is a Full Time position, Monday through Friday. Actual hours and schedule may vary.

**VI. REQUIRED EDUCATION AND EXPERIENCE**

**Additional Information:**

**Job Notification Details Report**

**From:** Los Angeles,CA

**Date:** 9/8/2021

**Page:** 19/27

**Job Notification details between 8/1/2020 to 7/31/2021**

**Contact:**

apply at the link provided:

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

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

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Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
8/19/2020	United Latino Job Bank   HireLatinos.org	No	n/a n/a	1--	By User/Other System
8/19/2020	Entravision Communications	No	Jose Gonzalez	1--	By User/Other System
8/19/2020	All Access	No	Ria Denver	1--	By User/Other System
8/19/2020	<a href="http://www.mediagignow.com">www.mediagignow.com</a>	No	MediaGigNow.com	1--	customerservice@mediagignow.com
8/19/2020	California Broadcasters Assoc.	No	Joe Berry	1--	By User/Other System

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# Integrated Marketing Solutions Consultant

Entravision Communications

Los Angeles

Aug 17, 2020

Full time

Sales Management

Business Process

## JOB DESCRIPTION

### I. OBJECTIVES

- Develop and maintain relationships with advertisers and advertising agencies.
- Sell commercial airtime, event sponsorships, and marketing/NTR campaigns.
- Meet or exceed the revenue and OCF annual goals of the market.
- While using corporate tools and workflows, the position must provide world class product and service.

### II. RESPONSIBILITIES

- **PLAN & STRATEGY:** The IMSC must develop a detailed plan to encourage the growth of new business and while also maintaining and growing existing business relationships. The IMSC presents the benefits of Spanish language advertising on one or more of our radio stations to local business owners and/or advertising agencies.
- **REVENUE & CONTRIBUTION:** To meet monthly and annual sales goals. To develop annual plans based on existing and new opportunities, bottom up account analysis, industry trends, competitive landscape and growth potential (updated on a Quarterly basis). This activity assumes that the position of IMSC must have a fully shared commitment to making the year's financial goals.

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### III. PERFORMANCE INDICATORS:

Financial: Revenue & OCF; Operations/Tech. Monthly summary and detailed report with KPIs, including AUR, Salesforce, Content, Ratings, etc. Team: Annual structure, KPIs and incentive plans recommendation to be established by December 1st for the following year. "Great Place to Work" goal above 70%. All top management with clear roles, KPIs and compensation protocols - annually by using a Balance Scorecard System; Deliver budgeting, capex, incentive plans in a timely fashion; Data: Owned content IP and user data.

### IV. SUPERVISORY RESPONSIBILITY

Reports directly to SVP

### V. POSITION TYPE/EXPECTED HOURS OF WORK

This is a Full Time position, Monday through Friday. Actual hours and schedule may vary.

### VI. REQUIRED EDUCATION AND EXPERIENCE

Skills

Experience

**Organization.** Excellent organizational skills and an ability to multitask in a high pressure, fast-paced environment. A self-starter.

**Communication.** The capacities to attract, persuade, and motivate to develop new and existing client relationships. Must be self-confident and a collaborative team player through a connected environment. Must exhibit professionalism and cultural sensitivity.

**Broadcast.** Understanding, experience and exposure to TV and Radio broadcasting.

**Digital.** A clear understanding of digital ad-tech platforms and how they can be offered to clients.

**Exponential Alliances and Acquisitions.** The capacity to act and think "out of the box" in order to achieve and exceed required results and develop strategic alliances and partnerships either within or outside the advertising industry.

**Client contacts and the capacity to develop Tier 1, 2 and 3 level NYC and other key market relationships.**

Planning. Demonstrated management ability for accountability, planning, budgeting and reporting economic and operating KPIs.

Languages: English/Spanish

Technology tools: Office, Salesforce, BI tools, CRM tools, NPS platforms (active interest in the use of technology, processes and BI reporting)

CRM experience mandatory

Some years' experience in leadership brand, marketing, digital or business leadership positions.

Developing creative marketing solutions beyond a simple reach.

Reporting to management, developing strong presentations.

Experience in managing a National or Local client base.

Experience in developing product and sales marketing presentations to clients (e.g., upfronts).

## VII. OTHER DUTIES

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## URL

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(<https://entravision.csod.com/ats/careersite/jobdetails.aspx?site=1&c=entravision&id=2259>)

**Company Profile (<http://hirelatinos.org/company/861/entravision-communications/>)**

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**Integrated Marketing Solutions Consultant @  
Entravision Communications** [Create a Profile](#) | [Log In](#)

**Location/Market: Los Angeles, CA**

## I. OBJECTIVES

- Develop and maintain relationships with advertisers and advertising agencies.
- Sell commercial airtime, event sponsorships, and marketing/NTR campaigns.

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