

Edit posting options

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Posting **6446BR : Account Executive**

[Select job posting preview](#)

Talent Gateways

| Select all | Gateway site | Repost | Days until posted | Days to remain posted | Currently Posted | Posted date | Removal date | Edit site questions |
|----------------------------|-------------------------|------------------------|-------------------|-----------------------|------------------|-------------|--------------|---------------------|
| <input type="checkbox"/> | CBS Campus Recruiting | Repost | 00 ▾ | 00 ▾ | | 20-Jan-2011 | 14-Sep-2011 | |
| <input type="checkbox"/> | CBS Corporation | Repost | 00 ▾ | 00 ▾ | | 20-Jan-2011 | 14-Sep-2011 | |
| <input type="checkbox"/> | CBS Internal Gateway | Repost | 00 ▾ | 00 ▾ | | 20-Jan-2011 | 14-Sep-2011 | |
| <input type="checkbox"/> | CBS Television Stations | Repost | 00 ▾ | 00 ▾ | | 20-Jan-2011 | 14-Sep-2011 | |

Other posting options

| Posting interface | Date submitted | Start date | Posting expiration/duration | Post/edit details |
|---------------------------------|----------------|------------|-----------------------------|---|
| Arbita | 20-Jan-2011 | | |  |
| First Advantage | | | |  |

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Req detail

Req history

Req template: TV Stations Requisition Form

Job posting preview eLink history

Req details Local Sales Manager-WSBK-TV

Req status Closed

Job Code (Click list, type in job title, and hit search)

CTS-12381X Local Sales Manager

Job Title

Local Sales Manager-WSBK-TV

Job Description

Local Sales Manager-

Manage the sales process and team related to local sales business opportunities for WBZ-TV and cbslocal.com and establish strategic partnerships with advertising agencies and market clients.

PRIMARY ACCOUNTABILITIES

- Manage the inventory of the station to maximize revenue and sell-out.
- Develop new revenue stream through managing sales of sports, special events, and marketing opportunities.
- Provide a consistent flow of information to the Director of Sales relative to local opportunities.
- Work with local account executives to establish sales goals and further penetrate their agencies and clients.
- Grow local market revenue share and average unit rates.
- Grow local customer base.
- Work closely with the local sales team to develop talent and maximize revenue.

Department / Business Unit Sales

Recruiter/HR Rep/EEO Coordinator Teichmann, Jill (CTS Boston WBZ-TV)

Immediate Supervisor (Click List, type in last name and hit search) Wynyard, Helyn (CTS Boston WSBK-TV)
Division/Station 1061
No. of Positions 1
Positions Remaining 0
Exempt/Non-Exempt Status Exempt
Addition/Replacement Replacement
Name of Employee Replaced M.O'Grady
Title of Employee Replaced
Salary of Employee Replaced \$
Target Start Date

Job Info

CBS Business Unit CBS Television Stations
Station WBZ-TV
Market Boston
Location Massachusetts - Boston
Building/Floor 1
Employee Type Staff
Job Status Full Time
Other Job Status N/A
Union Status No
Segment/Grade

Job Function is one way applicants can search for jobs by their career interests and area of expertise on the talent gateway. Use the CTRL key to select up to three (3) Job Functions that best describe the position and department.

Job Function Sales/Ad Sales

Required Skills/Experience

CORE COMPETENCIES: Must be Results-Oriented, Innovative, and demonstrate Leadership

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:

- Major market sales experience required.

- College degree preferred

Preferred Skills/Experience

Minimum Education Level

Major

Additional Candidate Instructions

Select the category that best describes the position and/or job function. This field will only be used for internal reporting purposes. It will NOT appear on any of the Talent Gateways for candidates to view.

Job Category Sales

EEO Code 4

Job Code

Budget/Cost Center Code 8061

Budget Status Included in Budget

Salary/Wage Range \$ 1

Per Hour/Per Year Per Year

Bonus Eligible (If answer is No, please skip to LTIP Eligible question.) N/A

STIP Eligible N/A

STIP Target %

Other Bonus Eligible (Please Describe)

LTIP Eligible N/A

Commission Eligibility (AE Positions Only) N/A

If yes, enter target Compensation (Total Annual Pay)

Guarantee Eligibility (New Business AE Positions Only) N/A

If yes, Estimated Monthly Guarantee \$

Estimated Length of Guarantee

Compensation Approvals (Do Not Complete-Area for Comp Dept Only)

Compensation Approved Min Salary \$

Compensation Approved Mid Salary \$

Compensation Approved Max Salary \$

Compensation Approved Bonus Eligible N/A

Compensation Approved Bonus Plan

Compensation Approved Bonus Target \$ or %
Min

Compensation Approved Bonus Target \$ or %
Max

Compensation Approved Long Term Incentive

Eligible N/A

Compensation Approved Long Term Incentive Value Min

Compensation Approved Long Term Incentive Value Max

Sourcing Strategy - Instructions for Job Poster.

Sourcing Option (Please hold down "CTL" key to select all that apply.)

List specific source for option(s) selected above:

| Notify When Req is Open (Req Team) | Name | Dept. | Job title | Phone | Fax |
|---|-------------------------------------|--------------|----------------------------|-------------------|------------|
| | Teichmann, Jill (CTS Boston WBZ-TV) | WBZ-TV 0701 | Payroll Controller Manager | CTS Boston WBZ-TV | |

Turn off Autofiler notification for this req

Approval Routing

| Approval routing | Job title | User | Date |
|-------------------------|---------------------------------|-------------------------------------|-------------|
| | TV Stations-Hiring Manager | Bypass | 25-Jan-2011 |
| | TV Stations-Department Head | Bypass | 25-Jan-2011 |
| | TV Stations-Compensation | Teichmann, Jill (CTS Boston WBZ-TV) | 25-Jan-2011 |
| | TV Stations-Controller | Teichmann, Jill (CTS Boston WBZ-TV) | 25-Jan-2011 |
| | TV Stations-General/Sr. Manager | Teichmann, Jill (CTS Boston WBZ-TV) | 25-Jan-2011 |
| | TV Stations-SVP, Finance | Teichmann, Jill (CTS Boston WBZ-TV) | 25-Jan-2011 |
| | TV Stations-EVP/CFO | Bypass | 25-Jan-2011 |
| | TV Stations-President | Bypass | 25-Jan-2011 |

Notify upon approval completion Teichmann, Jill (CTS Boston WBZ-TV)

Advertising Costs \$

Travel Costs \$

Relocation Costs \$

External/Agency Cost \$

Referral Bonus Amount \$

Auto req ID 7469BR

To be completed after the req has been filled.

Auto req ID 7469BR

Internal/External Hire

New Hire's Name

Start Date

Added by Teichmann, Jill (CTS Boston WBZ-TV)

Added on 25-Jan-2011

OK

Edit posting options

[? Help](#)

Posting **7469BR : Local Sales Manager-WSBK-TV**

[Select job posting preview](#)

Talent Gateways

| Select all | Gateway site | Repost | Days until posted | Days to remain posted | Currently Posted | Posted date | Removal date | Edit site questions |
|----------------------------|-------------------------|------------------------|-------------------|-----------------------|------------------|-------------|--------------|---------------------|
| <input type="checkbox"/> | CBS Campus Recruiting | Repost | 00 ▾ | 00 ▾ | | 28-Jan-2011 | 25-Jan-2012 | |
| <input type="checkbox"/> | CBS Corporation | Repost | 00 ▾ | 00 ▾ | | 28-Jan-2011 | 25-Jan-2012 | |
| <input type="checkbox"/> | CBS Internal Gateway | Repost | 00 ▾ | 00 ▾ | | 28-Jan-2011 | 25-Jan-2012 | |
| <input type="checkbox"/> | CBS Television Stations | Repost | 00 ▾ | 00 ▾ | | 28-Jan-2011 | 25-Jan-2012 | |

Other posting options

| Posting interface | Date submitted | Start date | Posting expiration/duration | Post/edit details |
|---------------------------------|----------------|------------|-----------------------------|---|
| Arbita | 25-Jan-2011 | | |  |
| First Advantage | | | |  |

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Req detail

Req history

Req template: TV Stations Requisition Form

Job posting preview eLink history

Req details News Promotion Manager

Req status Closed

Job Code (Click list, type in job title, and hit search)

CTS-12912X Promotion Manager

Job Title

News Promotion Manager

Job Description

News Promotion Manager

CBS in Boston, Massachusetts is looking for a News Promotion Manager to oversee the content and execution of all topical and special report production including on-air and outside media.

We're looking for someone with a passion for news and a proven ability to write effective copy; more importantly, you are able to guide others' concepts and copy.

You will serve as the all-important liaison between News and Creative Services, implementing new ideas and workflows as we evolve.

Department / Business Unit

Creative Services

Recruiter/HR Rep/EEO Coordinator

Teichmann, Jill (CTS Boston WBZ-TV)

Immediate Supervisor (Click List, type in last name and hit search)

MCAHON DRAPER, WENDY - TV ()

Division/Station

1061

No. of Positions

1

Positions Remaining

1

Exempt/Non-Exempt Status

Exempt

Addition/Replacement

Replacement

Name of Employee Replaced

J.Stowell

Title of Employee Replaced

Salary of Employee Replaced \$

Target Start Date

Job Info

CBS Business Unit

CBS Television Stations

Station WBZ-TV
Market Boston
Location Massachusetts - Boston
Building/Floor 1
Employee Type Staff
Job Status Full Time
Other Job Status N/A
Union Status No
Segment/Grade

Job Function is one way applicants can search for jobs by their career interests and area of expertise on the talent gateway. Use the CTRL key to select up to three (3) Job Functions that best describe the position and department.

Job Function Creative Services/Graphic Design
Required Skills/Experience Non-linear editing experience is a must. 2-4 years of news or promotion experience in a supervisory role is preferred.

Preferred Skills/Experience

Minimum Education Level

Major

Additional Candidate Instructions

Select the category that best describes the position and/or job function. This field will only be used for internal reporting purposes. It will NOT appear on any of the Talent Gateways for candidates to view.

Job Category Creative
EEO Code
Job Code
Budget/Cost Center Code 1061-521
Budget Status Included in Budget
Salary/Wage Range \$ 1
Per Hour/Per Year Per Year
Bonus Eligible (If answer is No, please skip to LTIP Eligible question.) N/A
STIP Eligible N/A
STIP Target %
Other Bonus Eligible (Please Describe)
LTIP Eligible N/A
Commission Eligibility (AE Positions Only) N/A

If yes, enter target Compensation (Total Annual Pay)

Guarantee Eligibility (New Business AE Positions Only) N/A

If yes, Estimated Monthly Guarantee \$

Estimated Length of Guarantee

Compensation Approvals (Do Not Complete-Area for Comp Dept Only)

Compensation Approved Min Salary \$

Compensation Approved Mid Salary \$

Compensation Approved Max Salary \$

Compensation Approved Bonus Eligible N/A

Compensation Approved Bonus Plan

Compensation Approved Bonus Target \$ or % Min

Compensation Approved Bonus Target \$ or % Max

Compensation Approved Long Term Incentive Eligible N/A

Compensation Approved Long Term Incentive Value Min

Compensation Approved Long Term Incentive Value Max

Sourcing Strategy - Instructions for Job Poster.

Sourcing Option (Please hold down "CTL" key to select all that apply.)

List specific source for option(s) selected above:

Notify When Req is Open (Req Team)

| Name | Dept. | Job title | Phone | Fax |
|-------------------------------------|------------------------------|--------------------|-------------------------|-----|
| Teichmann, Jill (CTS Boston WBZ-TV) | WBZ-TV Controller 0701 | Payroll Manager | CTS Boston WBZ-TV | |

Turn off Autofiler notification for this req

Approval Routing

Approval routing

| Job title | User | Date |
|-----------------------------|--------|-------------|
| TV Stations-Hiring Manager | Bypass | 21-Jan-2011 |
| TV Stations-Department Head | Bypass | 21-Jan-2011 |

| | | |
|---------------------------------|---|-------------|
| TV Stations-Compensation | Teichmann, Jill (CTS Boston WBZ-TV) | 21-Jan-2011 |
| TV Stations-Controller | Teichmann, Jill (CTS Boston WBZ-TV) | 21-Jan-2011 |
| TV Stations-General/Sr. Manager | Teichmann, Jill (CTS Boston WBZ-TV) | 21-Jan-2011 |
| TV Stations-SVP, Finance | Teichmann, Jill (CTS Boston WBZ-TV) | 21-Jan-2011 |
| TV Stations-EVP/CFO | Bypass | 21-Jan-2011 |
| TV Stations-President | Bypass | 21-Jan-2011 |

Notify upon approval completion Teichmann, Jill (CTS Boston WBZ-TV)

Advertising Costs \$

Travel Costs \$

Relocation Costs \$

External/Agency Cost \$

Referral Bonus Amount \$

Auto req ID 7445BR

To be completed after the req has been filled.

Auto req ID 7445BR

Internal/External Hire

New Hire's Name

Start Date

Added by Teichmann, Jill (CTS Boston WBZ-TV)

Added on 21-Jan-2011



Edit posting options

[? Help](#)

Posting **7445BR : News Promotion Manager**

[Select job posting preview](#)

Talent Gateways

| Select all | Gateway site | Repost | Days until posted | Days to remain posted | Currently posted | Posted date | Removal date | Edit site questions |
|----------------------------|-------------------------|------------------------|-------------------|-----------------------|------------------|-------------|--------------|---------------------|
| <input type="checkbox"/> | CBS Campus Recruiting | Repost | 00 ▾ | 00 ▾ | | 21-Jan-2011 | 21-Jan-2012 | |
| <input type="checkbox"/> | CBS Corporation | Repost | 00 ▾ | 00 ▾ | | 21-Jan-2011 | 21-Jan-2012 | |
| <input type="checkbox"/> | CBS Internal Gateway | Repost | 00 ▾ | 00 ▾ | | 21-Jan-2011 | 21-Jan-2012 | |
| <input type="checkbox"/> | CBS Television Stations | Repost | 00 ▾ | 00 ▾ | | 21-Jan-2011 | 21-Jan-2012 | |

Other posting options

| Posting interface | Date submitted | Start date | Posting expiration/duration | Post/edit details |
|---------------------------------|----------------|------------|-----------------------------|---|
| Arbita | 21-Jan-2011 | | |  |
| First Advantage | | | |  |

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Req detail

Req history

Req template: TV Stations Requisition Form

Job posting preview eLink history

Req details Digital Media Producer

Req status Closed

Job Code (Click list, type in job title, and hit search) CTS-13846X Web Producer

Job Title Digital Media Producer

Job Description CBS Boston is seeking an experienced, full-time Digital Media Producer to work with our news team. This is an editorial position. The ideal candidate has unwavering news judgement, strong news writing and copy editing skills. Candidates must be detail oriented and work well under pressure to meet demanding deadlines. Prior experience in a newspaper, online or television newsroom is a must,

Department / Business Unit News

Recruiter/HR Rep/EEO Coordinator Teichmann, Jill (CTS Boston WBZ-TV)

Immediate Supervisor (Click List, type in last name and hit search) Verrilli, John (CTS Boston WBZ-TV)

Division/Station 1061-409

No. of Positions 1

Positions Remaining 0

Exempt/Non-Exempt Status Exempt

Addition/Replacement Replacement

Name of Employee Replaced L.Lennon

Title of Employee Replaced

Salary of Employee Replaced \$

Target Start Date

Job Info

CBS Business Unit CBS Television Stations

Station WBZ-TV

Market Boston

Location Massachusetts - Boston

Building/Floor 1

Employee Type Staff

Job Status Full Time

Other Job Status N/A

Union Status No

Segment/Grade 999

Job Function is one way applicants can search for jobs by their career interests and area of expertise on the talent gateway. Use the CTRL key to select up to three (3) Job Functions that best describe the position and department.

Job Function Editorial/Writing

Required Skills/Experience CBS Boston digital media producers must possess a thorough understanding of online audience habits and audience acquisition strategies, including but not limited to:

- * Strong Journalistic skills including news judgement, research, writing and editing
- * How to use SEO strategies in building headlines, stories, galleries, multimedia posts, etc.
- * Strong web headline writing and understanding of how it differs from headline writing for newspaper, radio to TV
- * Successful execution of visual strategies to program compelling lede modules and section fronts
- * Understanding of key web analytics and how to apply to them

Preferred Skills/Experience CBS Boston Digital Producers are expected to apply the above concepts in the following parts of their job:

- * Work with WBZ-AM, WBZ-TV and the Sports Hub newsroom to produce compelling multi-media breaking news experiences for the digital consumer
- * Recognize and produce compelling audio and video content into multimedia posts for CBSBoston.com
- * Help coordinate digital assignments between the WBZ Digital, WBZ -AM , WBZ-TV and Sports Hub teams. Clear communication, teamwork, and attention to detail are essential
- * Program website section fronts to engage digital consumers
- * Make sure all daily content production is optimized using SEO Strategies
- * Track daily web analytics and respond accordingly

Minimum Education Level

Major

Additional Candidate Instructions

Select the category that best describes the position and/or job function. This field will only be used for internal reporting purposes. It will NOT appear on any of the Talent Gateways for candidates to view.

Job Category Editorial

EEO Code

Job Code

Budget/Cost Center Code 1061-409

Budget Status Included in Budget

Salary/Wage Range \$ 55000

Per Hour/Per Year Per Year

Bonus Eligible (If answer is No, please skip to No

LTIP Eligible question.)

STIP Eligible No

STIP Target %

Other Bonus Eligible (Please Describe)

LTIP Eligible N/A

Commission Eligibility (AE Positions Only) No

If yes, enter target Compensation (Total Annual Pay)

Guarantee Eligibility (New Business AE Positions Only) No

If yes, Estimated Monthly Guarantee \$

Estimated Length of Guarantee

Compensation Approvals (Do Not Complete-Area for Comp Dept Only)

Compensation Approved Min Salary \$

Compensation Approved Mid Salary \$

Compensation Approved Max Salary \$

Compensation Approved Bonus Eligible N/A

Compensation Approved Bonus Plan

**Compensation Approved Bonus Target \$ or %
Min**

**Compensation Approved Bonus Target \$ or %
Max**

Compensation Approved Long Term Incentive Eligible N/A

Compensation Approved Long Term Incentive Value Min

Compensation Approved Long Term Incentive Value Max

Sourcing Strategy - Instructions for Job Poster.

Sourcing Option (Please hold down "CTL" key to select all that apply.)

List specific source for option(s) selected above:

Notify When Req is Open (Req Team)

| Name | Dept. | Job title | Phone | Fax |
|-------------------------------------|--------------|----------------------------|-------------------|------------|
| Teichmann, Jill (CTS Boston WBZ-TV) | WBZ-TV | Payroll Controller Manager | CTS Boston WBZ-TV | |

Turn off Autofiler notification for this req

Approval Routing

| Approval routing | Job title | User | Date |
|------------------|---------------------------------|-------------------------------------|-------------|
| | TV Stations-Hiring Manager | Bypass | 22-Dec-2010 |
| | TV Stations-Department Head | Bypass | 22-Dec-2010 |
| | TV Stations-Compensation | Teichmann, Jill (CTS Boston WBZ-TV) | 22-Dec-2010 |
| | TV Stations-Controller | Teichmann, Jill (CTS Boston WBZ-TV) | 22-Dec-2010 |
| | TV Stations-General/Sr. Manager | Teichmann, Jill (CTS Boston WBZ-TV) | 22-Dec-2010 |
| | TV Stations-SVP, Finance | Teichmann, Jill (CTS Boston WBZ-TV) | 22-Dec-2010 |
| | TV Stations-EVP/CFO | Bypass | 22-Dec-2010 |
| | TV Stations-President | Bypass | 22-Dec-2010 |

Notify upon approval completion Teichmann, Jill (CTS Boston WBZ-TV)

Advertising Costs \$

Travel Costs \$

Relocation Costs \$

External/Agency Cost \$

Referral Bonus Amount \$

Auto req ID 7193BR

To be completed after the req has been filled.

Auto req ID 7193BR

Internal/External Hire N/A

New Hire's Name

Start Date

Added by Teichmann, Jill (CTS Boston WBZ-TV)

Added on 22-Dec-2010

Edit posting options

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Posting **7193BR : Digital Media Producer**

[Select job posting preview](#)

Talent Gateways

| Select all | Gateway site | Repost | Days until posted | Days to remain posted | Currently Posted | Posted date | Removal date | Edit site questions |
|----------------------------|-------------------------|------------------------|-------------------|-----------------------|------------------|-------------|--------------|---------------------|
| <input type="checkbox"/> | CBS Campus Recruiting | Repost | 00 ▾ | 00 ▾ | | 23-Dec-2010 | 22-Dec-2011 | |
| <input type="checkbox"/> | CBS Corporation | Repost | 00 ▾ | 00 ▾ | | 23-Dec-2010 | 22-Dec-2011 | |
| <input type="checkbox"/> | CBS Internal Gateway | Repost | 00 ▾ | 00 ▾ | | 23-Dec-2010 | 22-Dec-2011 | |
| <input type="checkbox"/> | CBS Television Stations | Repost | 00 ▾ | 00 ▾ | | 23-Dec-2010 | 22-Dec-2011 | |

Other posting options

| Posting interface | Date submitted | Start date | Posting expiration/duration | Post/edit details |
|---------------------------------|----------------|------------|-----------------------------|---|
| Arbita | 22-Dec-2010 | | |  |
| First Advantage | | | |  |

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Req detail **Req history**

Req template: TV Stations Requisition Form

Job posting preview eLink history

Req details Weekend Anchor/Reporter

Req status Closed

Job Code (Click list, type in job title, and hit search) CTS-13294X Anchor/Reporter

Job Title Weekend Anchor/Reporter

Job Description We are looking for a reporter/Anchor with 5 years experience in a major market television newsroom. We want an outstanding individual who has the proven track record as a tough and fair reporter. We need someone who has a strong command of all current events, including local news, national news, world news and cultural affairs. A heavy focus on story telling and story production are key. Live television experience is a must. **This person must have a proven track record of positive interactions with co-workers. The candidate must be extremely flexible in terms of schedule and hours. This person must meet the highest standards that our community demands.**

Department / Business Unit TV News

Recruiter/HR Rep/EEO Coordinator Teichmann, Jill (CTS Boston WBZ-TV)

Immediate Supervisor (Click List, type in last name and hit search) Verrilli, John (CTS Boston WBZ-TV)

Division/Station WBZ

No. of Positions 1

Positions Remaining 1

Exempt/Non-Exempt Status Exempt

Addition/Replacement Addition

Name of Employee Replaced

Title of Employee Replaced

Salary of Employee Replaced \$

Target Start Date

Job Info

CBS Business Unit CBS Television Stations
Station WBZ-TV

Market Boston
Location Massachusetts - Boston
Building/Floor 1
Employee Type Staff
Job Status Full Time
Other Job Status N/A
Union Status Yes
Segment/Grade

Job Function is one way applicants can search for jobs by their career interests and area of expertise on the talent gateway. Use the CTRL key to select up to three (3) Job Functions that best describe the position and department.

Job Function On-Air Talent/Talent
Required Skills/Experience This person must meet the highest standards that our community demands.
Preferred Skills/Experience
Minimum Education Level
Major

Additional Candidate Instructions

Select the category that best describes the position and/or job function. This field will only be used for internal reporting purposes. It will NOT appear on any of the Talent Gateways for candidates to view.

Job Category PR/Media Relations
EEO Code
Job Code
Budget/Cost Center Code WBZ
Budget Status Included in Budget
Salary/Wage Range \$ 1
Per Hour/Per Year Per Year
Bonus Eligible (If answer is No, please skip to LTIP Eligible question.) N/A
STIP Eligible N/A
STIP Target %
Other Bonus Eligible (Please Describe)
LTIP Eligible N/A
Commission Eligibility (AE Positions Only) N/A
If yes, enter target Compensation (Total Annual Pay)
Guarantee Eligibility (New Business AE Positions)

Only) N/A

If yes, Estimated Monthly Guarantee \$

Estimated Length of Guarantee

Compensation Approvals (Do Not Complete-Area for Comp Dept Only)

Compensation Approved Min Salary \$

Compensation Approved Mid Salary \$

Compensation Approved Max Salary \$

Compensation Approved Bonus Eligible N/A

Compensation Approved Bonus Plan

Compensation Approved Bonus Target \$ or %
Min

Compensation Approved Bonus Target \$ or %
Max

Compensation Approved Long Term Incentive
Eligible N/A

Compensation Approved Long Term Incentive
Value Min

Compensation Approved Long Term Incentive
Value Max

Sourcing Strategy - Instructions for Job Poster.

Sourcing Option (Please hold down "CTL" key to
select all that apply.)

List specific source for option(s) selected above:

Notify When Req is Open (Req Team)

| Name | Dept. | Job title | Phone | Fax |
|-------------------------------------|------------------------------|--------------------|-------------------------|-----|
| Teichmann, Jill (CTS Boston WBZ-TV) | WBZ-TV Controller 0701 | Payroll Manager | CTS Boston WBZ-TV | |

Turn off Autofiler notification for this req

Approval Routing

Approval routing

| Job title | User | Date |
|------------------------------------|---|-------------|
| TV Stations- Hiring Manager | Bypass | 02-Feb-2010 |
| TV Stations- Department Head | Bypass | 02-Feb-2010 |
| TV Stations- Compensation | Teichmann, Jill (CTS Boston WBZ-TV) | 02-Feb-2010 |

| | | |
|--|---|-------------|
| TV Stations- Controller | Teichmann, Jill (CTS Boston WBZ-TV) | 02-Feb-2010 |
| TV Stations- General/Sr. Manager | Teichmann, Jill (CTS Boston WBZ-TV) | 02-Feb-2010 |
| TV Stations-SVP, Finance | Teichmann, Jill (CTS Boston WBZ-TV) | 02-Feb-2010 |
| TV Stations- EVP/CFO | Bypass | 02-Feb-2010 |
| TV Stations- President | Bypass | 02-Feb-2010 |

Notify upon approval completion Teichmann, Jill (CTS Boston WBZ-TV)

Advertising Costs \$

Travel Costs \$

Relocation Costs \$

External/Agency Cost \$

Referral Bonus Amount \$

Auto req ID 4627BR

To be completed after the req has been filled.

Auto req ID 4627BR

Internal/External Hire

New Hire's Name

Start Date

Added by Teichmann, Jill (CTS Boston WBZ-TV)

Added on 02-Feb-2010

Edit posting options

[? Help](#)

Posting **4627BR : Weekend Anchor/Reporter**

[Select job posting preview](#)

Talent Gateways

| Select all | Gateway site | Repost | Days until posted | Days to remain posted | Currently posted | Posted date | Removal date | Edit site questions |
|----------------------------|-------------------------|------------------------|-------------------|-----------------------|------------------|-------------|--------------|---------------------|
| <input type="checkbox"/> | CBS Campus Recruiting | Repost | 00 ▾ | 00 ▾ | | 02-Feb-2010 | 02-Feb-2011 | |
| <input type="checkbox"/> | CBS Corporation | Repost | 00 ▾ | 00 ▾ | | 02-Feb-2010 | 02-Feb-2011 | |
| <input type="checkbox"/> | CBS Internal Gateway | Repost | 00 ▾ | 00 ▾ | | 02-Feb-2010 | 02-Feb-2011 | |
| <input type="checkbox"/> | CBS Television Stations | Repost | 00 ▾ | 00 ▾ | | 02-Feb-2010 | 02-Feb-2011 | |

Other posting options

| Posting interface | Date submitted | Start date | Posting expiration/duration | Post/edit details |
|---------------------------------|----------------|------------|-----------------------------|-------------------|
| Arbita | | | | / |
| First Advantage | | | | / |

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[Cancel](#)

[Refresh](#)

[Update newly selected/unselected postings only](#)

Req detail

Req history

Req template: TV Stations Requisition Form

Job posting preview eLink history

Req details Reporter

Req status Closed

Job Code (Click list, type in job title, and hit search) CTS-14210X Reporter

Job Title Reporter

Job Description Reporter- We are looking for a general assignment reporter with 5 years experience in a major market television newsroom. We want an outstanding individual who has the proven track record as a tough and fair reporter. We need someone who has a strong command of all current events, including local news, national news, world news and cultural affairs.

Department / Business Unit News

Recruiter/HR Rep/EEO Coordinator Teichmann, Jill (CTS Boston WBZ-TV)

Immediate Supervisor (Click List, type in last name and hit search) Verrilli, John (CTS Boston WBZ-TV)

Division/Station 1061

No. of Positions 2

Positions Remaining 0

Exempt/Non-Exempt Status Non-Exempt

Addition/Replacement Replacement

Name of Employee Replaced E.Curran

Title of Employee Replaced

Salary of Employee Replaced \$

Target Start Date

Job Info

CBS Business Unit CBS Television Stations

Station WBZ-TV

Market Boston

Location Massachusetts - Boston

Building/Floor 1

Employee Type Staff

Job Status Full Time

Other Job Status On Air Talent

Union Status Yes

Segment/Grade

Job Function is one way applicants can search for jobs by their career interests and area of expertise on the talent gateway. Use the CTRL key to select up to three (3) Job Functions that best describe the position and department.

Job Function On-Air Talent/Talent

Required Skills/Experience Candidates must be able to enterprise unique content on a daily basis, develop contacts and produce quality work under deadline pressure. Live television experience is a must. Knowledge of social media and daily web contributions are requirements of the position. This person must have a proven track record of positive interactions with co-workers. The candidate must be extremely flexible in terms of schedule and hours. This person must meet the highest standards that our community demands

Preferred Skills/Experience

Minimum Education Level

Major

Additional Candidate Instructions

Select the category that best describes the position and/or job function. This field will only be used for internal reporting purposes. It will NOT appear on any of the Talent Gateways for candidates to view.

Job Category Other

EEO Code 2

Job Code

Budget/Cost Center Code 1061

Budget Status Included in Budget

Salary/Wage Range \$ 1

Per Hour/Per Year Per Year

Bonus Eligible (If answer is No, please skip to LTIP Eligible question.) N/A

STIP Eligible N/A

STIP Target %

Other Bonus Eligible (Please Describe)

LTIP Eligible N/A

Commission Eligibility (AE Positions Only) N/A

If yes, enter target Compensation (Total Annual Pay)

Guarantee Eligibility (New Business AE Positions Only) N/A

If yes, Estimated Monthly Guarantee \$
Estimated Length of Guarantee

Compensation Approvals (Do Not Complete-Area for Comp Dept Only)

Compensation Approved Min Salary \$

Compensation Approved Mid Salary \$

Compensation Approved Max Salary \$

Compensation Approved Bonus Eligible N/A

Compensation Approved Bonus Plan

Compensation Approved Bonus Target \$ or %
Min

Compensation Approved Bonus Target \$ or %
Max

Compensation Approved Long Term Incentive Eligible N/A

Compensation Approved Long Term Incentive Value Min

Compensation Approved Long Term Incentive Value Max

Sourcing Strategy - Instructions for Job Poster.

Sourcing Option (Please hold down "CTL" key to select all that apply.)

List specific source for option(s) selected above:

| Notify When Req is Open (Req Team) | Name | Dept. | Job title | Phone | Fax |
|---|-------------------------------------|------------------------------|--------------------|-------------------------|------------|
| | Teichmann, Jill (CTS Boston WBZ-TV) | WBZ-TV Controller 0701 | Payroll Manager | CTS Boston WBZ-TV | |

Turn off Autofiler notification for this req

Approval Routing

| Approval routing | Job title | User | Date |
|-------------------------|-----------------------------|-------------|-------------|
| | TV Stations-Hiring Manager | Bypass | 21-Jan-2011 |
| | TV Stations-Department Head | Bypass | 21-Jan-2011 |

| | | |
|--|---|-------------|
| TV Stations- Compensation | Teichmann, Jill (CTS Boston WBZ-TV) | 21-Jan-2011 |
| TV Stations- Controller | Teichmann, Jill (CTS Boston WBZ-TV) | 21-Jan-2011 |
| TV Stations- General/Sr. Manager | Teichmann, Jill (CTS Boston WBZ-TV) | 21-Jan-2011 |
| TV Stations-SVP, Finance | Teichmann, Jill (CTS Boston WBZ-TV) | 21-Jan-2011 |
| TV Stations- EVP/CFO | Bypass | 21-Jan-2011 |
| TV Stations- President | Bypass | 21-Jan-2011 |

Notify upon approval completion Teichmann, Jill (CTS Boston WBZ-TV)

Advertising Costs \$

Travel Costs \$

Relocation Costs \$

External/Agency Cost \$

Referral Bonus Amount \$

Auto req ID 7442BR

To be completed after the req has been filled.

Auto req ID 7442BR

Internal/External Hire N/A

New Hire's Name

Start Date

Added by Teichmann, Jill (CTS Boston WBZ-TV)

Added on 21-Jan-2011



Edit posting options

[? Help](#)

Posting **7442BR** : Reporter

[Select job posting preview](#)

Talent Gateways

| Select all | Gateway site | Repost | Days until posted | Days to remain posted | Currently posted | Posted date | Removal date | Edit site questions |
|----------------------------|-------------------------|------------------------|-------------------|-----------------------|------------------|-------------|--------------|---------------------|
| <input type="checkbox"/> | CBS Campus Recruiting | Repost | 00 ▼ | 00 ▼ | | 22-Feb-2011 | 21-Jan-2012 | |
| <input type="checkbox"/> | CBS Corporation | Repost | 00 ▼ | 00 ▼ | | 22-Feb-2011 | 21-Jan-2012 | |
| <input type="checkbox"/> | CBS Internal Gateway | Repost | 00 ▼ | 00 ▼ | | 22-Feb-2011 | 21-Jan-2012 | |
| <input type="checkbox"/> | CBS Television Stations | Repost | 00 ▼ | 00 ▼ | | 22-Feb-2011 | 21-Jan-2012 | |

Other posting options

| Posting interface | Date submitted | Start date | Posting expiration/duration | Post/edit details |
|---------------------------------|----------------|------------|-----------------------------|---|
| Arbita | 21-Jan-2011 | | |  |
| First Advantage | | | |  |

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[Req detail](#)

[Req history](#)

Req template: TV Stations Requisition Form

Job posting preview eLink history

Req details Online Sales and Production Coordinator

Req status Closed

Job Code (Click list, type in job title, and hit search) CTS-13311X Sales Assistant

Job Title Online Sales and Production Coordinator

Job Description Online Sales and Production Coordinator - Work collaboratively with Digital Media team and television sales department to develop and creatively execute online sales proposals and presentations, traffic orders and provide administration support for online initiatives and revenue generation.

Department / Business Unit TV Sales

Recruiter/HR Rep/EEO Coordinator Teichmann, Jill (CTS Boston WBZ-TV)

Immediate Supervisor (Click List, type in last name and hit search) Wynyard, Helyn (CTS Boston WSBK-TV)

Division/Station 6

No. of Positions 1

Positions Remaining 1

Exempt/Non-Exempt Status Non-Exempt

Addition/Replacement Replacement

Name of Employee Replaced Y.Kasetani

Title of Employee Replaced

Salary of Employee Replaced \$

Target Start Date

Job Info

CBS Business Unit CBS Television Stations

Station WBZ-TV

Market Boston

Location Massachusetts - Boston

Building/Floor 1

Employee Type Staff

Job Status Full Time

Other Job Status N/A

Union Status No

Segment/Grade

Job Function is one way applicants can search for jobs by their career interests and area of expertise on the talent gateway. Use the CTRL key to select up to three (3) Job Functions that best describe the position and department.

Job Function Administrative/Clerical/Customer Service

- Required Skills/Experience**
- * Support AE's and the Digital Media Dept. to traffic orders and admin requirements of the digital media department
 - * Collaborate with Sales Marketing Manager to help develop online sales programs and produce PowerPoint and Photo Shop presentations
 - * Work with agency proposal/contract systems like Atlas and Doubleclick
 - * Monitor daily campaign pacing reports and coordinate with DMG
 - * Plan coordinate online sales promotional production (contests,etc.)
 - * Provide campaign proof of performance summaries
 - * Work with various depts including sales, digital media, traffic, creative services, and research to help support overall online development.
 - * Work closely with digital media and traffic depts to help coordinate trafficking online creative
 - * position will also support TV sales admin requirements which include:
 - *Heavy phone contact servicing agency/ accts for sales executives
 - * Input orders and revisions, contract verification, general correspondence and all office procedures
 - * Reports to the VP of Sales

- Preferred Skills/Experience**
- * Accuracy and proficiency with Microsoft Office Suite including Power point is required.
 - Must be results oriented, self motivated, detailed and work well in a fast paced deadline focused environment. Extensive creativity is expected.
 - Experience in advertising sales/ marketing related field. College degree preferred

Minimum Education Level

Major

Additional Candidate Instructions

Select the category that best describes the position and/or job function. This field will only be used for internal reporting purposes. It will NOT appear on any of the Talent Gateways for candidates to view.

Job Category Sales

EEO Code

Job Code

Budget/Cost Center Code 1061-596

Budget Status Included in Budget

Salary/Wage Range \$ 1

Per Hour/Per Year Per Year

Bonus Eligible (If answer is No, please skip to LTIP Eligible question.) N/A

STIP Eligible N/A

STIP Target %

Other Bonus Eligible (Please Describe)

LTIP Eligible N/A

Commission Eligibility (AE Positions Only) N/A

If yes, enter target Compensation (Total Annual Pay)

Guarantee Eligibility (New Business AE Positions Only) N/A

**If yes, Estimated Monthly Guarantee \$
Estimated Length of Guarantee**

Compensation Approvals (Do Not Complete-Area for Comp Dept Only)

Compensation Approved Min Salary \$

Compensation Approved Mid Salary \$

Compensation Approved Max Salary \$

Compensation Approved Bonus Eligible N/A

Compensation Approved Bonus Plan

**Compensation Approved Bonus Target \$ or %
Min**

**Compensation Approved Bonus Target \$ or %
Max**

Compensation Approved Long Term Incentive Eligible N/A

Compensation Approved Long Term Incentive Value Min

Compensation Approved Long Term Incentive Value Max

Sourcing Strategy - Instructions for Job Poster.

Sourcing Option (Please hold down "CTL" key to select all that apply.)

List specific source for option(s) selected above:

Notify When Req is Open (Req Team)

| Name | Dept. | Job title | Phone | Fax |
|-------------------------------------|----------------|-------------------------------|-------------------------|-----|
| Teichmann, Jill (CTS Boston WBZ-TV) | WBZ-TV 0701 | Payroll Controller Manager | CTS Boston WBZ-TV | |

Turn off Autofiler notification for this req

Approval Routing

| Approval routing | Job title | User | Date |
|-------------------------|--|---|-------------|
| | TV Stations- Hiring Manager | Bypass | 18-Feb-2011 |
| | TV Stations- Department Head | Bypass | 18-Feb-2011 |
| | TV Stations- Compensation | Teichmann, Jill (CTS Boston WBZ-TV) | 18-Feb-2011 |
| | TV Stations- Controller | Teichmann, Jill (CTS Boston WBZ-TV) | 18-Feb-2011 |
| | TV Stations- General/Sr. Manager | Teichmann, Jill (CTS Boston WBZ-TV) | 18-Feb-2011 |
| | TV Stations-SVP, Finance | Teichmann, Jill (CTS Boston WBZ-TV) | 18-Feb-2011 |
| | TV Stations- EVP/CFO | Bypass | 18-Feb-2011 |
| | TV Stations- President | Bypass | 18-Feb-2011 |

Notify upon approval completion Teichmann, Jill (CTS Boston WBZ-TV)

Advertising Costs \$

Travel Costs \$

Relocation Costs \$

External/Agency Cost \$

Referral Bonus Amount \$

Auto req ID 7726BR

To be completed after the req has been filled.

Auto req ID 7726BR

Internal/External Hire

New Hire's Name

Start Date

Added by Teichmann, Jill (CTS Boston WBZ-TV)

Added on 18-Feb-2011

Edit posting options

[? Help](#)

Posting **7726BR** : **Online Sales and Production Coordinator**

[Select job posting preview](#)

Talent Gateways

| Select all | Gateway site | Repost | Days until posted | Days to remain posted | Currently Posted | Posted date | Removal date | Edit site questions |
|----------------------------|-------------------------|------------------------|-------------------|-----------------------|------------------|-------------|--------------|---------------------|
| <input type="checkbox"/> | CBS Campus Recruiting | Repost | 00 ▾ | 00 ▾ | | 18-Feb-2011 | 18-Feb-2012 | |
| <input type="checkbox"/> | CBS Corporation | Repost | 00 ▾ | 00 ▾ | | 18-Feb-2011 | 18-Feb-2012 | |
| <input type="checkbox"/> | CBS Internal Gateway | Repost | 00 ▾ | 00 ▾ | | 18-Feb-2011 | 18-Feb-2012 | |
| <input type="checkbox"/> | CBS Television Stations | Repost | 00 ▾ | 00 ▾ | | 18-Feb-2011 | 18-Feb-2012 | |

Other posting options

| Posting interface | Date submitted | Start date | Posting expiration/duration | Post/edit details |
|---------------------------------|----------------|------------|-----------------------------|---|
| Arbita | 18-Feb-2011 | | |  |
| First Advantage | | | |  |

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Req detail

Req history

Req template: TV Stations Requisition Form

Job posting preview eLink history

Req details National Sales Assistant- WSBK TV

Req status Closed

Job Code (Click list, type in job title, and hit search)

CTS-13312X Sales Assistant

Job Title

National Sales Assistant- WSBK TV

Job Description

National Sales Assistant - The National Sales Assistant is responsible for assisting the National Sales Manager in sales efforts between the station and the national rep firm, Cox Rep. This person will process and maintain all national sales orders and contracts

Agency/Account servicing for National Sales Manager. Reviews and processes all incoming orders, handles all revisions, contract verifications, general correspondence and office procedures. Good people skills **a must**. Candidate should be very detail oriented. **Heavy Phone Contact and Computer work are part of the job responsibilities.**

Department / Business Unit

WSBK Sales

Recruiter/HR Rep/EEO Coordinator

Teichmann, Jill (CTS Boston WBZ-TV)

Immediate Supervisor (Click List, type in last name and hit search)

Wynyard, Helyn (CTS Boston WSBK-TV)

Division/Station

WSBK-TV

No. of Positions

1

Positions Remaining

0

Exempt/Non-Exempt Status

Non-Exempt

Addition/Replacement

Replacement

Name of Employee Replaced

M.Culhane

Title of Employee Replaced

Salary of Employee Replaced \$

Target Start Date

Job Info

CBS Business Unit

CBS Television Stations

Station WSBK-TV
Market Boston
Location Massachusetts - Boston
Building/Floor 1
Employee Type Staff
Job Status Full Time
Other Job Status N/A
Union Status No
Segment/Grade

Job Function is one way applicants can search for jobs by their career interests and area of expertise on the talent gateway. Use the CTRL key to select up to three (3) Job Functions that best describe the position and department.

Job Function Administrative/Clerical/Customer Service

Required Skills/Experience

Office experience preferred. Must be proficient in Microsoft Office (**PowerPoint**, Excel, Word). Ability to work under pressure and deadlines. Must be professional, punctual, have a **strong work ethic** and positive attitude. Ability to prioritize and juggle several projects without losing quality. Good decision making and time management skills and excellent follow-through. College degree preferred.

Preferred Skills/Experience

Minimum Education Level

Major

Additional Candidate Instructions

Select the category that best describes the position and/or job function. This field will only be used for internal reporting purposes. It will NOT appear on any of the Talent Gateways for candidates to view.

Job Category Administrative

EEO Code

Job Code

Budget/Cost Center Code 8061-501

Budget Status Included in Budget

Salary/Wage Range \$ 1

Per Hour/Per Year Per Year

Bonus Eligible (If answer is No, please skip to LTIP Eligible question.) N/A

STIP Eligible N/A

STIP Target %

Other Bonus Eligible (Please Describe)

LTIP Eligible N/A

Commission Eligibility (AE Positions Only) N/A

If yes, enter target Compensation (Total Annual Pay)

Guarantee Eligibility (New Business AE Positions Only) N/A

If yes, Estimated Monthly Guarantee \$

Estimated Length of Guarantee

Compensation Approvals (Do Not Complete-Area for Comp Dept Only)

Compensation Approved Min Salary \$

Compensation Approved Mid Salary \$

Compensation Approved Max Salary \$

Compensation Approved Bonus Eligible N/A

Compensation Approved Bonus Plan

Compensation Approved Bonus Target \$ or % Min

Compensation Approved Bonus Target \$ or % Max

Compensation Approved Long Term Incentive Eligible N/A

Compensation Approved Long Term Incentive Value Min

Compensation Approved Long Term Incentive Value Max

Sourcing Strategy - Instructions for Job Poster.

Sourcing Option (Please hold down "CTL" key to select all that apply.)

List specific source for option(s) selected above:

| Notify When Req is Open (Req Team) | Name | Dept. | Job title | Phone | Fax |
|---|-------------------------------------|------------------------------|--------------------|-------------------------|------------|
| | Teichmann, Jill (CTS Boston WBZ-TV) | WBZ-TV Controller 0701 | Payroll Manager | CTS Boston WBZ-TV | |

Turn off Autofiler notification for this req

Approval Routing

| Approval routing | Job title | User | Date |
|-------------------------|-----------------------------|-------------|-------------|
| | TV Stations- Hiring Manager | Bypass | 16-Mar-2011 |

| | | |
|--|---|-------------|
| TV Stations- Department Head | Bypass | 16-Mar-2011 |
| TV Stations- Compensation | Teichmann, Jill (CTS Boston WBZ-TV) | 16-Mar-2011 |
| TV Stations- Controller | Teichmann, Jill (CTS Boston WBZ-TV) | 16-Mar-2011 |
| TV Stations- General/Sr. Manager | Teichmann, Jill (CTS Boston WBZ-TV) | 16-Mar-2011 |
| TV Stations-SVP, Finance | Teichmann, Jill (CTS Boston WBZ-TV) | 16-Mar-2011 |
| TV Stations- EVP/CFO | Bypass | 16-Mar-2011 |
| TV Stations- President | Bypass | 16-Mar-2011 |

Notify upon approval completion Teichmann, Jill (CTS Boston WBZ-TV)

Advertising Costs \$

Travel Costs \$

Relocation Costs \$

External/Agency Cost \$

Referral Bonus Amount \$

Auto req ID 7927BR

To be completed after the req has been filled.

Auto req ID 7927BR

Internal/External Hire

New Hire's Name

Start Date

Added by Teichmann, Jill (CTS Boston WBZ-TV)

Added on 16-Mar-2011



Edit posting options

[? Help](#)

Posting **7927BR : National Sales Assistant-
WSBK TV**

[Select job posting preview](#)

Talent Gateways

| Select all | Gateway site | Repost | Days until posted | Days to remain posted | Currently Posted | Posted date | Removal date | Edit site questions |
|----------------------------|-------------------------|------------------------|-------------------|-----------------------|------------------|-------------|--------------|---------------------|
| <input type="checkbox"/> | CBS Campus Recruiting | Repost | 00 ▾ | 00 ▾ | | 16-Mar-2011 | 15-Mar-2012 | |
| <input type="checkbox"/> | CBS Corporation | Repost | 00 ▾ | 00 ▾ | | 16-Mar-2011 | 15-Mar-2012 | |
| <input type="checkbox"/> | CBS Internal Gateway | Repost | 00 ▾ | 00 ▾ | | 16-Mar-2011 | 15-Mar-2012 | |
| <input type="checkbox"/> | CBS Television Stations | Repost | 00 ▾ | 00 ▾ | | 16-Mar-2011 | 15-Mar-2012 | |

Other posting options

| Posting interface | Date submitted | Start date | Posting expiration/duration | Post/edit details |
|---------------------------------|----------------|------------|-----------------------------|---|
| Arbita | 16-Mar-2011 | | |  |
| First Advantage | | | |  |

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Req detail

Req history

Req template: TV Stations Requisition Form

Job posting preview eLink history

Req details National Sales Assistant- WSBK TV

Req status Closed

Job Code (Click list, type in job title, and hit search)

CTS-13312X Sales Assistant

Job Title

National Sales Assistant- WSBK TV

Job Description

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Department / Business Unit

WSBK Sales

Recruiter/HR Rep/EEO Coordinator

Teichmann, Jill (CTS Boston WBZ-TV)

Immediate Supervisor (Click List, type in last name and hit search)

Wynyard, Helyn (CTS Boston WSBK-TV)

Division/Station

WSBK-TV

No. of Positions

1

Positions Remaining

0

Exempt/Non-Exempt Status

Non-Exempt

Addition/Replacement

Replacement

Name of Employee Replaced

M.Culhane

Title of Employee Replaced

Salary of Employee Replaced \$

Target Start Date

Job Info

CBS Business Unit

CBS Television Stations

Station WSBK-TV
Market Boston
Location Massachusetts - Boston
Building/Floor 1
Employee Type Staff
Job Status Full Time
Other Job Status N/A
Union Status No
Segment/Grade

Job Function is one way applicants can search for jobs by their career interests and area of expertise on the talent gateway. Use the CTRL key to select up to three (3) Job Functions that best describe the position and department.

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Office experience preferred. Must be proficient in Microsoft Office (**PowerPoint**, Excel, Word). Ability to work under pressure and deadlines. Must be professional, punctual, have a **strong work ethic** and positive attitude. Ability to prioritize and juggle several projects without losing quality. Good decision making and time management skills and excellent follow-through. College degree preferred.

Preferred Skills/Experience

Minimum Education Level

Major

Additional Candidate Instructions

Select the category that best describes the position and/or job function. This field will only be used for internal reporting purposes. It will NOT appear on any of the Talent Gateways for candidates to view.

Job Category Administrative

EEO Code

Job Code

Budget/Cost Center Code 8061-501

Budget Status Included in Budget

Salary/Wage Range \$ 1

Per Hour/Per Year Per Year

Bonus Eligible (If answer is No, please skip to LTIP Eligible question.) N/A

STIP Eligible N/A

STIP Target %

Other Bonus Eligible (Please Describe)

LTIP Eligible N/A

Commission Eligibility (AE Positions Only) N/A

If yes, enter target Compensation (Total Annual Pay)

Guarantee Eligibility (New Business AE Positions Only) N/A

If yes, Estimated Monthly Guarantee \$

Estimated Length of Guarantee

Compensation Approvals (Do Not Complete-Area for Comp Dept Only)

Compensation Approved Min Salary \$

Compensation Approved Mid Salary \$

Compensation Approved Max Salary \$

Compensation Approved Bonus Eligible N/A

Compensation Approved Bonus Plan

**Compensation Approved Bonus Target \$ or %
Min**

**Compensation Approved Bonus Target \$ or %
Max**

Compensation Approved Long Term Incentive Eligible N/A

Compensation Approved Long Term Incentive Value Min

Compensation Approved Long Term Incentive Value Max

Sourcing Strategy - Instructions for Job Poster.

Sourcing Option (Please hold down "CTL" key to select all that apply.)

List specific source for option(s) selected above:

| Notify When Req is Open (Req Team) | Name | Dept. | Job title | Phone | Fax |
|---|-------------------------------------|--------------|----------------------------|-------------------|------------|
| | Teichmann, Jill (CTS Boston WBZ-TV) | WBZ-TV | Payroll Controller Manager | CTS Boston WBZ-TV | |

Turn off Autofiler notification for this req

Approval Routing

| Approval routing | Job title | User | Date |
|-------------------------|----------------------------|-------------|-------------|
| | TV Stations-Hiring Manager | Bypass | 16-Mar-2011 |

| | | |
|--|---|-------------|
| TV Stations- Department Head | Bypass | 16-Mar-2011 |
| TV Stations- Compensation | Teichmann, Jill (CTS Boston WBZ-TV) | 16-Mar-2011 |
| TV Stations- Controller | Teichmann, Jill (CTS Boston WBZ-TV) | 16-Mar-2011 |
| TV Stations- General/Sr. Manager | Teichmann, Jill (CTS Boston WBZ-TV) | 16-Mar-2011 |
| TV Stations-SVP, Finance | Teichmann, Jill (CTS Boston WBZ-TV) | 16-Mar-2011 |
| TV Stations- EVP/CFO | Bypass | 16-Mar-2011 |
| TV Stations- President | Bypass | 16-Mar-2011 |

Notify upon approval completion Teichmann, Jill (CTS Boston WBZ-TV)

Advertising Costs \$

Travel Costs \$

Relocation Costs \$

External/Agency Cost \$

Referral Bonus Amount \$

Auto req ID 7927BR

To be completed after the req has been filled.

Auto req ID 7927BR

Internal/External Hire

New Hire's Name

Start Date

Added by Teichmann, Jill (CTS Boston WBZ-TV)

Added on 16-Mar-2011



Edit posting options

[? Help](#)

Posting **7927BR : National Sales Assistant-
WSBK TV**

[Select job posting preview](#)

Talent Gateways

| Select all | Gateway site | Repost | Days until posted | Days to remain posted | Currently Posted | Posted date | Removal date | Edit site questions |
|----------------------------|-------------------------|------------------------|-------------------|-----------------------|------------------|-------------|--------------|---------------------|
| <input type="checkbox"/> | CBS Campus Recruiting | Repost | 00 ▼ | 00 ▼ | | 16-Mar-2011 | 15-Mar-2012 | |
| <input type="checkbox"/> | CBS Corporation | Repost | 00 ▼ | 00 ▼ | | 16-Mar-2011 | 15-Mar-2012 | |
| <input type="checkbox"/> | CBS Internal Gateway | Repost | 00 ▼ | 00 ▼ | | 16-Mar-2011 | 15-Mar-2012 | |
| <input type="checkbox"/> | CBS Television Stations | Repost | 00 ▼ | 00 ▼ | | 16-Mar-2011 | 15-Mar-2012 | |

Other posting options

| Posting interface | Date submitted | Start date | Posting expiration/duration | Post/edit details |
|---------------------------------|----------------|------------|-----------------------------|---|
| Arbita | 16-Mar-2011 | | |  |
| First Advantage | | | |  |

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[Update newly selected/unselected postings only](#)

Job Listing and Distribution Report

CBS Television Stations

| | |
|------------------|---|
| Job Title | National Sales Assistant |
| Company Name | CBS Television Stations |
| Company Job ID | 9240BR |
| Location | Boston, MA |
| AJE Ref. Number | 550891796 |
| Post Date | August 9, 2011 |
| Job URL | http://www.americasjobexchange.com/job-detail/National-Sales-Assistant-MA-550891796 |

| Postings On the America's Job Exchange (AJE) Network ¹ | | |
|---|-------------|---|
| Website Displayed On | Post Date | URL |
| America's Job Exchange (AJE) | Aug 9, 2011 | http://www.americasjobexchange.com/job-detail/National-Sales-Assistant-MA-550891796 |
| AJE Veterans Exchange | Aug 9, 2011 | http://www.americasjobexchange.com/veteran/job-detail/National-Sales-Assistant-MA-550891796 |
| AJE Disability Exchange | Aug 9, 2011 | http://www.americasjobexchange.com/disability/job-detail/National-Sales-Assistant-MA-550891796 |
| AJE State Exchange for MA | Aug 9, 2011 | http://www.americasjobexchange.com/MA/job-detail/National-Sales-Assistant-MA-550891796 |

| Distribution to Career One Stop Center Representatives/LVER/DVOPS ⁴ | | | |
|--|--------------|----------------------------|--------------------------|
| Attleboro Career Center | | | |
| 67 Mechanic Street | Attleboro | MA | 02703 |
| Emails Sent To | Date Sent | Email* | CSV* |
| pjasmin@detma.org | Aug 10, 2011 | View Email | View CSV |
| ecampbell@detma.org | Aug 10, 2011 | View Email | View CSV |

| Distribution to Career One Stop Center Representatives/LVER/DVOPS | | | |
|---|--------------|----------------------------|--------------------------|
| BerkshireWorks | | | |
| 37 Main Street, Suite 200, 2nd Floor | | North Adams | MA 01247 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| mherrick@berkshireworks.org | Aug 10, 2011 | View Email | View CSV |
| dnash@detma.org | Aug 10, 2011 | View Email | View CSV |
| BerkshireWorks - Pittsfield | | | |
| 160 North Street | | Pittsfield | MA 01201 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| mherrick@berkshireworks.org | Aug 10, 2011 | View Email | View CSV |
| dnash@detma.org | Aug 10, 2011 | View Email | View CSV |
| jquinones@detma.org | Aug 10, 2011 | View Email | View CSV |
| Boston Career Link | | | |
| 1010 Harrison Avenue | | Boston | MA 02119 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| bostoncareerlink@detma.org | Aug 10, 2011 | View Email | View CSV |
| Career Center of Lowell | | | |
| 107 Merrimack Street | | Lowell | MA 01852 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| michael.mcquaid@cclowell.org | Aug 10, 2011 | View Email | View CSV |
| jvanbever@detma.org | Aug 10, 2011 | View Email | View CSV |
| rsinha@navisite.com | Aug 10, 2011 | View Email | View CSV |
| Career Opportunities | | | |
| 77 Finlay Road | | Orleans | MA 02653 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| kdower@detma.org | Aug 10, 2011 | View Email | View CSV |
| lukas@detma.org | Aug 10, 2011 | View Email | View CSV |
| spollard@detma.org | Aug 10, 2011 | View Email | View CSV |

| Distribution to Career One Stop Center Representatives/LVER/DVOPS | | | |
|---|--------------|----------------------------|--------------------------|
| Career Opportunities Falmouth | | | |
| 205 Worcester Ct., Unit B-3 | | Falmouth | MA 02540 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| kdowner@detma.org | Aug 10, 2011 | View Email | View CSV |
| slukas@detma.org | Aug 10, 2011 | View Email | View CSV |
| Career Opportunities Hyannis | | | |
| 372 North Street | | Hyannis | MA 02601 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| kdowner@detma.org | Aug 10, 2011 | View Email | View CSV |
| spollard@detma.org | Aug 10, 2011 | View Email | View CSV |
| slukas@detma.org | Aug 10, 2011 | View Email | View CSV |
| Career Source - Cambridge | | | |
| 186 Alewife Brook Parkway, Suite 310 | | Cambridge | MA 02138 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| clangill@detma.org | Aug 10, 2011 | View Email | View CSV |
| Career Source - Chelsea | | | |
| 4 Gerrish Ave | | Chelsea | MA 02150 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| regan@detma.org | Aug 10, 2011 | View Email | View CSV |
| dpelligrini@detma.org | Aug 10, 2011 | View Email | View CSV |
| CareerPoint | | | |
| 850 High Street | | Holyoke | MA 01040 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| dgadaire@careerpointma.org | Aug 10, 2011 | View Email | View CSV |
| sdowd@detma.org | Aug 10, 2011 | View Email | View CSV |

| Distribution to Career One Stop Center Representatives/LVER/DVOPS | | | |
|---|--------------|----------------------------|--------------------------|
| CareerWorks | | | |
| 34 School Street | | Brockton | MA 02301 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| info@careerworks.org | Aug 10, 2011 | View Email | View CSV |
| ctaylor@careerworks.org | Aug 10, 2011 | View Email | View CSV |
| Employment and Training Resources | | | |
| 449 Newtonville Avenue, Suite 130 288 Walnut St. (Mailing) | | Newtonville | MA 02460 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| jo`hare@detma.org | Aug 10, 2011 | View Email | View CSV |
| cevans@detma.org | Aug 10, 2011 | View Email | View CSV |
| Employment and Training Resources - Marlborough | | | |
| E-mails Sent To | Date Sent | Email* | CSV* |
| erose@detma.org | Aug 10, 2011 | View Email | View CSV |
| tforhan@detma.org | Aug 10, 2011 | View Email | View CSV |
| Employment and Training Resources - Norwood | | | |
| 275 Prospect Street P.O. Box 740 | | Norwood | MA 02062 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| hsoones@detma.org | Aug 10, 2011 | View Email | View CSV |
| jsequeira@detma.org | Aug 10, 2011 | View Email | View CSV |
| Fall River Career Center | | | |
| 446 North Main Street | | Fall River | MA 02720 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| dnadeau@detma.org | Aug 10, 2011 | View Email | View CSV |
| Franklin/Hampshire Career Center | | | |
| One Arch Place | | Greenfield | MA 01301 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| mtruckey@detma.org | Aug 10, 2011 | View Email | View CSV |
| fhcc@detma.org | Aug 10, 2011 | View Email | View CSV |

| Distribution to Career One Stop Center Representatives LVER/DVOPS | | | |
|---|--------------|----------------------------|--------------------------|
| Franklin/Hampshire Career Center | | | |
| One Arch Place | | Greenfield | MA 01301 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| jnugent@detma.org | Aug 10, 2011 | View Email | View CSV |
| FutureWorks Career Center | | | |
| One Federal Street, Bldg. 103-3 | | Springfield | MA 01105 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| rpocard@getajob.cc | Aug 10, 2011 | View Email | View CSV |
| brobinson@detma.org | Aug 10, 2011 | View Email | View CSV |
| Gardner Career Center | | | |
| 25 Main Street | | Gardner | MA 01440 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| pcarroll@detma.org | Aug 10, 2011 | View Email | View CSV |
| rdumont@detma.org | Aug 10, 2011 | View Email | View CSV |
| Greater New Bedford Career Center | | | |
| 618 Acushnet Avenue | | New Bedford | MA 02740 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| bfrancis@detma.org | Aug 10, 2011 | View Email | View CSV |
| pchampagne@detma.org | Aug 10, 2011 | View Email | View CSV |
| JobNet | | | |
| 210 South Street, 1st Floor | | Boston | MA 02111 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| ralexander@detma.org | Aug 10, 2011 | View Email | View CSV |
| mfalasca@detma.org | Aug 10, 2011 | View Email | View CSV |
| ecrognalo@detma.org | Aug 10, 2011 | View Email | View CSV |

| Distribution to Career One Stop Center Representatives/LVER/DVOPS | | | |
|---|--------------|----------------------------|--------------------------|
| Leominster Career Center | | | |
| 100 Erdman Way | | Leominster | MA 01453 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| klibertucci@detma.org | Aug 10, 2011 | View Email | View CSV |
| jchamberlain@detma.org | Aug 10, 2011 | View Email | View CSV |
| miorio@detma.org | Aug 10, 2011 | View Email | View CSV |
| North Shore Career Center of Gloucester | | | |
| 5 Pleasant Street | | Gloucester | MA 01930 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| mwhitmore@detma.org | Aug 10, 2011 | View Email | View CSV |
| smitchell@detma.org | Aug 10, 2011 | View Email | View CSV |
| North Shore Career Center of Lynn | | | |
| 181 Union Street | | Lynn | MA 01901 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| mwhitmore@detma.org | Aug 10, 2011 | View Email | View CSV |
| lglynn@detma.org | Aug 10, 2011 | View Email | View CSV |
| North Shore Career Center of Salem | | | |
| 70 Washington Street, 1st Floor | | Salem | MA 01970 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| dpixley@detma.org | Aug 10, 2011 | View Email | View CSV |
| tfrisiello@detma.org | Aug 10, 2011 | View Email | View CSV |
| Plymouth Career Center | | | |
| 36 Cordage Park Circle, Suite 200 | | Plymouth | MA 02360 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| kparham@detma.org | Aug 10, 2011 | View Email | View CSV |
| mkelley@detma.org | Aug 10, 2011 | View Email | View CSV |

| Distribution to Career One Stop Center Representatives/LVER/DVOPS | | | |
|---|--------------|----------------------------|--------------------------|
| Quincy Career Center | | | |
| 152 Parking Way | | Quincy | MA 02169 |
| Emails Sent To | Date Sent | Email* | CSV* |
| mkelley@detma.org | Aug 10, 2011 | View Email | View CSV |
| moconnor@detma.org | Aug 10, 2011 | View Email | View CSV |
| fmyerson@detma.org | Aug 10, 2011 | View Email | View CSV |
| Taunton Career Center | | | |
| 72 School Street | | Taunton | MA 02780 |
| Emails Sent To | Date Sent | Email* | CSV* |
| jshaw@detma.org | Aug 10, 2011 | View Email | View CSV |
| The Career Place | | | |
| 100 Sylvan Road, Suite G-100 | | Woburn | MA 01801 |
| Emails Sent To | Date Sent | Email* | CSV* |
| preynolds@detma.org | Aug 10, 2011 | View Email | View CSV |
| The Work Place | | | |
| 29 Winter St., 4th Floor | | Boston | MA 02108 |
| Emails Sent To | Date Sent | Email* | CSV* |
| amccabe@detma.org | Aug 10, 2011 | View Email | View CSV |
| ncorbin@detma.org | Aug 10, 2011 | View Email | View CSV |
| ValleyWorks Career Center - Haverhill | | | |
| 192 Merrimack Street | | Haverhill | MA 01830 |
| Emails Sent To | Date Sent | Email* | CSV* |
| rdinicola@detma.org | Aug 10, 2011 | View Email | View CSV |
| bmcleod@detma.org | Aug 10, 2011 | View Email | View CSV |
| ValleyWorks Career Center - Lawrence | | | |
| 439 South Union Street, Heritage Place Buildi | | Lawrence | MA 01843 |
| Emails Sent To | Date Sent | Email* | CSV* |
| achilingirian@detma.org | Aug 10, 2011 | View Email | View CSV |

| Distribution to Career One Stop Center Representatives/LVER/DVOPS | | | |
|---|--------------|----------------------------|--------------------------|
| ValleyWorks Career Center - Lawrence | | | |
| 439 South Union Street, Heritage Place Buildi | | Lawrence | MA 01843 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| enelson@detma.org | Aug 10, 2011 | View Email | View CSV |
| Wareham Career Center | | | |
| 48 Marion Road (Route 6) | | Wareham | MA 02571 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| pchampagne@detma.org | Aug 10, 2011 | View Email | View CSV |
| tnelson@detma.org | Aug 10, 2011 | View Email | View CSV |
| Workforce Central - Milford | | | |
| 425 Fortune Blvd., Suite 201 | | Milford | MA 01757 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| fbarros@detma.org | Aug 10, 2011 | View Email | View CSV |
| lcorbin@detma.org | Aug 10, 2011 | View Email | View CSV |
| Workforce Central - Southbridge | | | |
| 5 Optical Drive, Suite 200 | | Southbridge | MA 01550 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| kjoy@detma.org | Aug 10, 2011 | View Email | View CSV |
| dramsey@detma.org | Aug 10, 2011 | View Email | View CSV |
| Workforce Central Career Center - Worcester | | | |
| 44 Front Street, 6th Floor | | Worcester | MA 01608 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| danderson@detma.org | Aug 10, 2011 | View Email | View CSV |
| wryan@detma.org | Aug 10, 2011 | View Email | View CSV |
| jbullan@detma.org | Aug 10, 2011 | View Email | View CSV |
| *New Feature for jobs distributed after May 1st 2011 | | | |
| Disclaimer: To respect the privacy of AJE customers, jobs posted by other employers and distributed by this report have been deleted or suppressed thereby allowing you to only view jobs posted by your company. In all other ways the original email is shown in the format delivered on a daily basis to relevant state one-stop centers, veteran's representatives and community based organizations. | | | |

| Distribution to Community Outreach Organizations | | | | |
|--|--------------|----------------------------|--------------------------|-------|
| Brockton Area ARC | | | | |
| 1250 W Chestnut St | | Brockton | MA | |
| E-mails Sent To | Date Sent | Email* | CSV* | |
| ecouncil@brocktonarc.net | Aug 10, 2011 | View Email | View CSV | |
| rbiela@brocktonarc.net | Aug 10, 2011 | View Email | View CSV | |
| CLASS The Arc of Greater Lawrence | | | | |
| 55 Merrimack St | | Lawrence | MA | 01843 |
| E-mails Sent To | Date Sent | Email* | CSV* | |
| jyoungblood@classinc.org | Aug 10, 2011 | View Email | View CSV | |
| Charles River Center | | | | |
| 989 Central Avenue | | Needham | MA | 02492 |
| E-mails Sent To | Date Sent | Email* | CSV* | |
| cdoherly@charlesrivercenter.org | Aug 10, 2011 | View Email | View CSV | |
| Community Work Services | | | | |
| 174 Portland St. | | Boston | MA | 02114 |
| E-mails Sent To | Date Sent | Email* | CSV* | |
| sebastianf@cwsbos.com | Aug 10, 2011 | View Email | View CSV | |
| Dare Family Services | | | | |
| 504 Dudley Street 2nd Floor | | BOSTON | MA | 02119 |
| E-mails Sent To | Date Sent | Email* | CSV* | |
| Igregory@darefamily.org | Aug 10, 2011 | View Email | View CSV | |
| East Middlesex ARC EMArc | | | | |
| 20 Gould St | | Reading | MA | 01867 |
| E-mails Sent To | Date Sent | Email* | CSV* | |
| amarxsen@thearc.org | Aug 10, 2011 | View Email | View CSV | |

| Distribution to Community Outreach Organizations | | | |
|---|--------------|----------------------------|--------------------------|
| Employer Support of The Guard and Reserve | | | |
| 50 Maple St. | | Milford | MA 01757 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| eleanor.j.cash.ctr@mail.mil | Aug 10, 2011 | View Email | View CSV |
| Massachusetts Rehabilitation Commission | | | |
| 5 Middlesex Ave | | Somerville | MA 02145 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| gregory.ames@state.ma.us | Aug 10, 2011 | View Email | View CSV |
| Morgan Memorial Goodwill Industries | | | |
| 1010 Harrison Ave | | Boston | MA 02119 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| vgold@goodwillmass.org | Aug 10, 2011 | View Email | View CSV |
| Morgan Memorial Goodwill Industries Boston Career Link | | | |
| 1010 Harrison Ave | | Boston | MA 02119 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| mjones@detma.org | Aug 10, 2011 | View Email | View CSV |
| New England Center For Homeless Veterans | | | |
| 17 Court Street | | Boston | MA 02108 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| sarah.gonzalez@nechv.org | Aug 10, 2011 | View Email | View CSV |
| New England Job Corps OA CTS | | | |
| 210 South St | | Boston | MA 02111 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| martinez.juana@jobcorps.org | Aug 10, 2011 | View Email | View CSV |
| Office of Vocational Rehabilitation and Employment | | | |
| Kennedy Federal Building 16th Floor | | Boston | MA 02203 |
| E-mails Sent To | Date Sent | Email* | CSV* |
| bmooney@detma.org | Aug 10, 2011 | View Email | View CSV |

| Distribution to Community Outreach Organizations | | | |
|---|--------------|----------------------------|--------------------------|
| U.S. Department of Veteran Affairs | | | |
| JFK Building | | Boston | MA 02203 |
| Emails Sent To | Date Sent | Email* | CSV* |
| maura.squire@va.gov | Aug 10, 2011 | View Email | View CSV |
| VetSuccess.Org (US Dept of Veteran Affairs) | | | |
| JFK Building-rm 1675 | | Boston | MA 02203 |
| Emails Sent To | Date Sent | Email* | CSV* |
| ellen.shaw-peterson@va.gov | Aug 10, 2011 | View Email | View CSV |
| Veterans Northeast Outreach Center | | | |
| Emails Sent To | Date Sent | Email* | CSV* |
| johnratka@comcast.net | Aug 10, 2011 | View Email | View CSV |
| the Massachusetts Rehabilitation Commission | | | |
| One Parker St | | Lawrence | MA 01840 |
| Emails Sent To | Date Sent | Email* | CSV* |
| dlibunao@classinc.org | Aug 10, 2011 | View Email | View CSV |
| dgerry@classinc.org | Aug 10, 2011 | View Email | View CSV |
| *New Feature for jobs distributed after May 1st 2011 | | | |
| Disclaimer: To respect the privacy of AJE customers, jobs posted by other employers and distributed by this report have been deleted or suppressed thereby allowing you to only view jobs posted by your company. In all other ways the original email is shown in the format delivered on a daily basis to relevant state one-stop centers, veteran's representatives and community based organizations. | | | |

| Manual Posting to State Workforce Web Site | | |
|--|--------------|------------------------|
| State Posted In | Date Posted | State Reference Number |
| Massachusetts | Aug 11, 2011 | 1122534 |
| Massachusetts | Aug 11, 2011 | 1122534 |

| Job Feed Distribution to State Workforce Web Site | |
|---|-----------|
| State Sent To | Date Sent |

Results

| Clicks and Applies ^{7,8} | | |
|-----------------------------------|----|------------|
| Total Clicks | 30 | See Note 7 |
| Total Applies | 2 | See Note 8 |

Notes:

1. Postings on the America's Job Exchange (AJE) Network

In addition to the national AJE website (www.americasjobexchange.com), job posting advertisements from Federal contractor are also distributed via the AJE Career and State Exchanges. The AJE Career Exchange includes 19 career search websites designed for specific job seeker groups, including veterans, minorities, and persons with disabilities. The AJE State Exchange targets local job seekers in each of the 50 states.

2. Distribution to the Diversity Partner Network

Job posting advertisements from Federal contractors are distributed to the AJE Diversity Partner Network, which consists of hundreds of websites aimed at specific groups with unique interests, such as veterans, minorities, and persons with disabilities.

3. Distribution to the Recruitment Media Partner Network

Job posting advertisements from Federal contractors are distributed to and sponsored on AJE's Recruitment Media Partner Network in an effort to maximize job posting exposure. The AJE Recruitment Media Network consists of various online job boards and job search engines that specialize in recruitment advertising.

4. Distribution to Career One Stop Center Representatives/LVER/DVOPS

Job posting advertisements from Federal contractors are distributed to One-Stop career centers and veteran representatives (e.g., LVER, DVOP) nearest to the job location.

5. Distribution to Community Outreach Organizations

Job posting advertisements from Federal contractors are distributed to community-based organizations as a means to reach candidates from specific groups, such as veterans, minorities, and persons with disabilities.

6. Job Feed Distribution or Manual Posting to State Workforce Web Site

Job posting advertisements from Federal contractors are sent directly to the states in which the postings are open. The postings are distributed via feed or posted directly to the state site.

7. Total Clicks

The total number of times your job title was clicked to view the Job Description from the date the job was posted to the date the job expired. Please note this is an estimate of views and might not fully count the total number of views from the full AJE distribution network.

8. Total Applies

The number of times the "Apply" link was clicked from your Job Description. Please note that this does not necessarily equal the number of applies to a job as a candidate can abandon the application process mid-way through or decide to apply directly by using an email address. In addition, apply information from some partner sites is not obtainable or reliable.

Disclaimer

The America's Job Exchange (AJE) Job Distribution Report is prepared for the convenience of our customers so that they may maintain a record of distribution and display of job postings within the AJE network. AJE is an online job-posting and distribution services provider and is not associated with any government agency. Therefore, AJE cannot guarantee the sufficiency of a customer's compliance requirements. By using AJE's website and or services, you agree that AJE, its parent and affiliates are not liable for any damages arising out of such use. Please note that the job distribution report is available only to our customers who have purchased the job distribution service offered by America's Job Exchange. Reports are only available for the period for which the service is procured. Reports are automatically sent to qualified customers. Additional reports are available to our customers for purchase. Please contact our Customer Care team for details.

Questions? Call Customer Care, 1-866-926-6284

Req detail

Req history

Req template: TV Stations Requisition Form

Job posting preview eLink history

Req details Traffic Coordinator

Req status Closed

Job Code (Click list, type in job title, and hit search)

CTS-12402X Traffic Coordinator

Job Title

Traffic Coordinator

Job Description

Traffic Coordinator-

- **Inputting Commercial Copy for 2 Television Stations (WBZ + TV38)**
- **Maintain Commercial Inventory/Library through Traffic and Engineering systems.**
- **Liaison between Sales and Engineering.**
- **Maintain Agency / Client contacts.**
- **Printing station logs.**
- **Preview commercials with questionable information.**
- **Perform other pertinent tasks as requested by the Operations Manager.**

Department / Business Unit

Traffic/Sales

Recruiter/HR Rep/EEO Coordinator

Teichmann, Jill (CTS Boston WBZ-TV)

Immediate Supervisor (Click List, type in last name and hit search)

Wynyard, Helyn (CTS Boston WSBK-TV)

Division/Station

1061-503

No. of Positions

1

Positions Remaining

0

Exempt/Non-Exempt Status

Non-Exempt

Addition/Replacement

Replacement

Name of Employee Replaced

Title of Employee Replaced

Salary of Employee Replaced \$

Target Start Date

Job Info

CBS Business Unit

CBS Television Stations

Station WBZ-TV
Market Boston
Location Massachusetts - Boston
Building/Floor 1
Employee Type Staff
Job Status Full Time
Other Job Status N/A
Union Status No
Segment/Grade

Job Function is one way applicants can search for jobs by their career interests and area of expertise on the talent gateway. Use the CTRL key to select up to three (3) Job Functions that best describe the position and department.

Job Function Traffic/Sales Services

Required Skills/Experience

- **TV or Radio Traffic Experience preferred.**
- **Detail oriented.**
- **Good Organizational skills.**
- **Must be able to work under pressure and multi-task.**

Preferred Skills/Experience

Minimum Education Level

Major

Additional Candidate Instructions

Select the category that best describes the position and/or job function. This field will only be used for internal reporting purposes. It will NOT appear on any of the Talent Gateways for candidates to view.

Job Category Sales/Traffic

EEO Code

Job Code

Budget/Cost Center Code 1061-503

Budget Status Included in Budget

Salary/Wage Range \$ 1

Per Hour/Per Year Per Year

Bonus Eligible (If answer is No, please skip to LTIP Eligible question.) N/A

STIP Eligible N/A

STIP Target %

Other Bonus Eligible (Please Describe)

LTIP Eligible N/A

Commission Eligibility (AE Positions Only) N/A

If yes, enter target Compensation (Total Annual Pay)

Guarantee Eligibility (New Business AE Positions Only) N/A

If yes, Estimated Monthly Guarantee \$

Estimated Length of Guarantee

Compensation Approvals (Do Not Complete-Area for Comp Dept Only)

Compensation Approved Min Salary \$

Compensation Approved Mid Salary \$

Compensation Approved Max Salary \$

Compensation Approved Bonus Eligible N/A

Compensation Approved Bonus Plan

**Compensation Approved Bonus Target \$ or %
Min**

**Compensation Approved Bonus Target \$ or %
Max**

Compensation Approved Long Term Incentive Eligible N/A

Compensation Approved Long Term Incentive Value Min

Compensation Approved Long Term Incentive Value Max

Sourcing Strategy - Instructions for Job Poster.

Sourcing Option (Please hold down "CTL" key to select all that apply.)

List specific source for option(s) selected above:

| Notify When Req is Open (Req Team) | Name | Dept. | Job title | Phone | Fax |
|---|-------------------------------------|------------------------------|--------------------|-------------------------|------------|
| | Teichmann, Jill (CTS Boston WBZ-TV) | WBZ-TV Controller 0701 | Payroll Manager | CTS Boston WBZ-TV | |

Turn off Autofiler notification for this req

Approval Routing

| Approval routing | Job title | User | Date |
|-------------------------|-----------------------------|-------------|-------------|
| | TV Stations- Hiring Manager | Bypass | 18-Mar-2011 |

| | | |
|--|---|-------------|
| TV Stations- Department Head | Bypass | 18-Mar-2011 |
| TV Stations- Compensation | Teichmann, Jill (CTS Boston WBZ-TV) | 18-Mar-2011 |
| TV Stations- Controller | Teichmann, Jill (CTS Boston WBZ-TV) | 18-Mar-2011 |
| TV Stations- General/Sr. Manager | Teichmann, Jill (CTS Boston WBZ-TV) | 18-Mar-2011 |
| TV Stations-SVP, Finance | Teichmann, Jill (CTS Boston WBZ-TV) | 18-Mar-2011 |
| TV Stations- EVP/CFO | Bypass | 18-Mar-2011 |
| TV Stations- President | Bypass | 18-Mar-2011 |

Notify upon approval completion Teichmann, Jill (CTS Boston WBZ-TV)

Advertising Costs \$

Travel Costs \$

Relocation Costs \$

External/Agency Cost \$

Referral Bonus Amount \$

Auto req ID 7947BR

To be completed after the req has been filled.

Auto req ID 7947BR

Internal/External Hire

New Hire's Name

Start Date

Added by Teichmann, Jill (CTS Boston WBZ-TV)

Added on 18-Mar-2011



 Edit posting options

 Help

Posting 7947BR : Traffic Coordinator

Select job posting preview

Talent Gateways

| Select all | Gateway site | Repost | Days until posted | Days to remain posted | Currently Posted date | Removal date | Edit site questions |
|--------------------------|-------------------------|--------|-------------------|-----------------------|-----------------------|--------------|---------------------|
| <input type="checkbox"/> | CBS Campus Recruiting | Repost | 00 ▾ | 00 ▾ | 18-Mar-2011 | 17-Mar-2012 | |
| <input type="checkbox"/> | CBS Corporation | Repost | 00 ▾ | 00 ▾ | 18-Mar-2011 | 17-Mar-2012 | |
| <input type="checkbox"/> | CBS Internal Gateway | Repost | 00 ▾ | 00 ▾ | 18-Mar-2011 | 17-Mar-2012 | |
| <input type="checkbox"/> | CBS Television Stations | Repost | 00 ▾ | 00 ▾ | 18-Mar-2011 | 17-Mar-2012 | |

Other posting options

| Posting interface | Date submitted | Start date | Posting expiration/duration | Post/edit details |
|---------------------------------|----------------|------------|-----------------------------|---|
| Arbita | | | |  |
| First Advantage | | | |  |

Req detail

Req history

Req template: TV Stations Requisition Form

Job posting preview eLink history

Req details Facilities Maintenance Technician

Req status Closed

Job Code (Click list, type in job title, and hit search)

CTS-9694X Maintenance Technician

Job Title

Facilities Maintenance Technician

Job Description

Facilities Maintenance Technician - Responsible for the efficient operation and maintenance of all mechanical and electrical equipment and housekeeping for an 96,000 square foot facility which operates 24 hours per day 7 days per week.

Essential Duties and Responsibilities

Perform all plumbing, electrical and HVAC requirements of the building.

Maintain heaters, chillers, pumps, fan coil units, and stand by generators, etc.

Monitor, maintain and adjust all mechanical/pneumatic equipment necessary to provide a comfortable environment for the building

Perform light carpentry work including repairing doors, ceilings, hand railings, and floors

Perform preventive maintenance duties, including changing filters, oiling motors, replacing light fixtures, inspecting/adjusting belts, replacing motor bearings, aligning shafts and annual inspections as directed by manufacturers

Document and report activities to supervisor

Respond immediately to emergency situations (fire, evacuation, power and equipment failure, etc.)

Comply with all applicable codes, regulations, governmental agency and company directives

as relates to building operations and practice safe work habits

May be only maintenance staff member on duty during certain shifts;

May be required to work extended periods of time without relief when responding to emergency situations

May require shift work and on call duties

Other duties may be assigned

Department / Business Unit Engineering
Recruiter/HR Rep/EEO Coordinator Teichmann, Jill (CTS Boston WBZ-TV)
Immediate Supervisor (Click List, type in last name and hit search) Pabis, Paul (CTS Boston WBZ-TV)
Division/Station 1061
No. of Positions 1
Positions Remaining 0
Exempt/Non-Exempt Status Non-Exempt
Addition/Replacement Replacement
Name of Employee Replaced
Title of Employee Replaced
Salary of Employee Replaced \$
Target Start Date

Job Info

CBS Business Unit CBS Television Stations
Station WBZ-TV
Market Boston
Location Massachusetts - Boston
Building/Floor 1
Employee Type Staff
Job Status Full Time
Other Job Status N/A
Union Status No
Segment/Grade

Job Function is one way applicants can search for jobs by their career interests and area of expertise on the talent gateway. Use the CTRL key to select up to three (3) Job Functions that best describe the position and department.

Job Function Engineering

Required Skills/Experience **Qualifications:**

High School Diploma or GED equivalent

10+ years related work experience

A current Massachusetts trade license in one of the following disciplines is required, i.e. Journeyman or Master Electrician, Pipefitter, Plumbing, Refrigeration or Contractor's License

Possess and maintain a valid driver's license and good driving record

Ability to effectively present information to supervisors and co-workers

Ability to solve problems independently

Preferred Skills/Experience

Minimum Education Level

Major

Additional Candidate Instructions

Select the category that best describes the position and/or job function. This field will only be used for internal reporting purposes. It will NOT appear on any of the Talent Gateways for candidates to view.

Job Category Engineering/Facilities

EEO Code

Job Code

Budget/Cost Center Code 1061

Budget Status Included in Budget

Salary/Wage Range \$ 1

Per Hour/Per Year Per Year

Bonus Eligible (If answer is No, please skip to LTIP Eligible question.) N/A

STIP Eligible N/A

STIP Target %

Other Bonus Eligible (Please Describe)

LTIP Eligible N/A

Commission Eligibility (AE Positions Only) N/A

If yes, enter target Compensation (Total Annual Pay)

Guarantee Eligibility (New Business AE Positions Only) N/A

If yes, Estimated Monthly Guarantee \$

Estimated Length of Guarantee

Compensation Approvals (Do Not Complete-Area for Comp Dept Only)

- Compensation Approved Min Salary \$**
- Compensation Approved Mid Salary \$**
- Compensation Approved Max Salary \$**
- Compensation Approved Bonus Eligible** N/A
- Compensation Approved Bonus Plan**
- Compensation Approved Bonus Target \$ or %**
Min
- Compensation Approved Bonus Target \$ or %**
Max
- Compensation Approved Long Term Incentive**
Eligible N/A
- Compensation Approved Long Term Incentive**
Value Min
- Compensation Approved Long Term Incentive**
Value Max

Sourcing Strategy - Instructions for Job Poster.

Sourcing Option (Please hold down "CTL" key to select all that apply.)

List specific source for option(s) selected above:

Notify When Req is Open (Req Team)

| Name | Dept. | Job title | Phone | Fax |
|-------------------------------------|-------------|-----------------|-------------------|-----|
| Teichmann, Jill (CTS Boston WBZ-TV) | WBZ-TV 0701 | Payroll Manager | CTS Boston WBZ-TV | |

Turn off Autofiler notification for this req

Approval Routing

Approval routing

| Job title | User | Date |
|-----------------------------|-------------------------------------|-------------|
| TV Stations-Hiring Manager | Bypass | 03-Jan-2011 |
| TV Stations-Department Head | Bypass | 03-Jan-2011 |
| TV Stations-Compensation | Teichmann, Jill (CTS Boston WBZ-TV) | 03-Jan-2011 |
| TV Stations-Controller | Teichmann, Jill (CTS Boston WBZ-TV) | 03-Jan-2011 |

| | | |
|--|---|-------------|
| TV Stations- General/Sr. Manager | Teichmann, Jill (CTS Boston WBZ-TV) | 03-Jan-2011 |
| TV Stations-SVP, Finance | Teichmann, Jill (CTS Boston WBZ-TV) | 03-Jan-2011 |
| TV Stations- EVP/CFO | Bypass | 03-Jan-2011 |
| TV Stations- President | Bypass | 03-Jan-2011 |

Notify upon approval completion Teichmann, Jill (CTS Boston WBZ-TV)

Advertising Costs \$

Travel Costs \$

Relocation Costs \$

External/Agency Cost \$

Referral Bonus Amount \$

Auto req ID 7223BR

To be completed after the req has been filled.

Auto req ID 7223BR

Internal/External Hire

New Hire's Name

Start Date

Added by Teichmann, Jill (CTS Boston WBZ-TV)

Added on 03-Jan-2011



Edit posting options

[? Help](#)

Posting **7223BR : Facilities Maintenance Technician**

[Select job posting preview](#)

Talent Gateways

| Select all | Gateway site | Repost | Days until posted | Days to remain posted | Currently Posted | Posted date | Removal date | Edit site questions |
|----------------------------|-------------------------|------------------------|-------------------|-----------------------|------------------|-------------|--------------|---------------------|
| <input type="checkbox"/> | CBS Campus Recruiting | Repost | 00 ▾ | 00 ▾ | | 03-Jan-2011 | 03-Jan-2012 | |
| <input type="checkbox"/> | CBS Corporation | Repost | 00 ▾ | 00 ▾ | | 03-Jan-2011 | 03-Jan-2012 | |
| <input type="checkbox"/> | CBS Internal Gateway | Repost | 00 ▾ | 00 ▾ | | 03-Jan-2011 | 03-Jan-2012 | |
| <input type="checkbox"/> | CBS Television Stations | Repost | 00 ▾ | 00 ▾ | | 03-Jan-2011 | 03-Jan-2012 | |

Other posting options

| Posting interface | Date submitted | Start date | Posting expiration/duration | Post/edit details |
|---------------------------------|----------------|------------|-----------------------------|---|
| Arbita | 03-Jan-2011 | | |  |
| First Advantage | | | |  |

[Update all postings](#)
[Close](#)
[Cancel](#)
[Refresh](#)
[Update newly selected/unselected postings only](#)

Req detail **Req history**

Req template: TV Stations Requisition Form

Job posting preview eLink history

Req details Director of Content, CBS Boston

Req status Closed

Job Code (Click list, type in job title, and hit search) CTS-9686X Director Digital Media

Job Title Director of Content, CBS Boston

Job Description Director of Content, CBS Boston -

CBS Boston is looking for a strong leader to oversee digital content, production and marketing for CBSBoston.com. The selected candidate will also oversee national editorial strategies as related to the Boston market. Additionally, this position will require seeking and securing editorial relationships with local writers, content partners and bloggers, setting and managing the local editorial calendar, overseeing the local editorial team and coordinating efforts with the local revenue team.

Department / Business Unit Digital Media

Recruiter/HR Rep/EEO Coordinator Teichmann, Jill (CTS Boston WBZ-TV)

Immediate Supervisor (Click List, type in last name and hit search) Piette, Edward ()

Division/Station 1061

No. of Positions 1

Positions Remaining 1

Exempt/Non-Exempt Status Exempt

Addition/Replacement Replacement

Name of Employee Replaced S.Miller

Title of Employee Replaced

Salary of Employee Replaced \$

Target Start Date

Job Info

CBS Business Unit CBS Television Stations

Station WBZ-TV

Market Boston

Location Massachusetts - Boston

Building/Floor 1

Employee Type Staff

Job Status Full Time
Other Job Status N/A
Union Status No
Segment/Grade 1061-496

Job Function is one way applicants can search for jobs by their career interests and area of expertise on the talent gateway. Use the CTRL key to select up to three (3) Job Functions that best describe the position and department.

Job Function Internet/Digital Media

Required Skills/Experience RESPONSIBILITIES:
 * Cultivate, negotiate and maintain local editorial relationships and blogger pools
 * Set and manage the local editorial calendars for news, politics, lifestyle and sports
 * Supervise local editorial team
 * Collaborate with revenue teams on content strategies and execution
 * Track engagement metrics for programming guidance
 * Collaborative with the national editorial and operations teams on overall editorial site strategies
 * Work with local marketing and programming (TV and Radio) teams to increase user/ viewer / listener awareness of the site and site initiatives
 * Accountable for achieving site traffic goals

Preferred Skills/Experience EXPERIENCE:
 * Knowledge and passion for local news, sports, and politics
 * Demonstrated news judgement and editorial standards
 * Understand news judgment and editorial standards
 * Social Media knowledge and practice
 * A minimum of 4-8 years Web management experience required, minimum of 3 years' experience leading a team
 * Knowledge of WordPress, Photoshop, and a working knowledge of HTML

Minimum Education Level

Major

Additional Candidate Instructions Position is BOSTON based and reports to the General Manager of WBZ-TV and the CBS Radio Market Manager

Select the category that best describes the position and/or job function. This field will only be used for internal reporting purposes. It will NOT appear on any of the Talent Gateways for candidates to view.

Job Category Digital

EEO Code

Job Code

Budget/Cost Center Code 1061-496

Budget Status Included in Budget

Salary/Wage Range \$ 1

Per Hour/Per Year Per Year

Bonus Eligible (If answer is No, please skip to LTIP Eligible question.) No

STIP Eligible N/A

STIP Target %

Other Bonus Eligible (Please Describe)

LTIP Eligible N/A

Commission Eligibility (AE Positions Only) N/A

If yes, enter target Compensation (Total Annual Pay)

Guarantee Eligibility (New Business AE Positions Only) N/A

If yes, Estimated Monthly Guarantee \$

Estimated Length of Guarantee

Compensation Approvals (Do Not Complete-Area for Comp Dept Only)

Compensation Approved Min Salary \$

Compensation Approved Mid Salary \$

Compensation Approved Max Salary \$

Compensation Approved Bonus Eligible N/A

Compensation Approved Bonus Plan

Compensation Approved Bonus Target \$ or % Min

Compensation Approved Bonus Target \$ or % Max

Compensation Approved Long Term Incentive Eligible N/A

Compensation Approved Long Term Incentive Value Min

Compensation Approved Long Term Incentive Value Max

Sourcing Strategy - Instructions for Job Poster.

Sourcing Option (Please hold down "CTL" key to select all that apply.)

List specific source for option(s) selected above:

| Notify When Req is Open (Req Team) | Name | Dept. | Job title | Phone | Fax |
|---|-------------------------------------|--------------|----------------------------|-------------------|------------|
| | Teichmann, Jill (CTS Boston WBZ-TV) | WBZ-TV | Payroll Controller Manager | CTS Boston WBZ-TV | |

Turn off Autofiler notification for this req

Approval Routing

| Approval routing | Job title | User | Date |
|-------------------------|--|---|-------------|
| | TV Stations- Hiring Manager | Bypass | 29-Apr-2011 |
| | TV Stations- Department Head | Bypass | 29-Apr-2011 |
| | TV Stations- Compensation | Teichmann, Jill (CTS Boston WBZ-TV) | 29-Apr-2011 |
| | TV Stations- Controller | Teichmann, Jill (CTS Boston WBZ-TV) | 29-Apr-2011 |
| | TV Stations- General/Sr. Manager | Teichmann, Jill (CTS Boston WBZ-TV) | 29-Apr-2011 |
| | TV Stations-SVP, Finance | Teichmann, Jill (CTS Boston WBZ-TV) | 29-Apr-2011 |
| | TV Stations- EVP/CFO | Bypass | 29-Apr-2011 |
| | TV Stations- President | Bypass | 29-Apr-2011 |

Notify upon approval completion Teichmann, Jill (CTS Boston WBZ-TV)

Advertising Costs \$

Travel Costs \$

Relocation Costs \$

External/Agency Cost \$

Referral Bonus Amount \$

Auto req ID 8373BR

To be completed after the req has been filled.

Auto req ID 8373BR

Internal/External Hire

New Hire's Name

Start Date

Added by Teichmann, Jill (CTS Boston WBZ-TV)

Added on 29-Apr-2011

OK

Req detail

Req history

Req template: TV Stations Requisition Form

Job posting preview eLink history

Req details Director of Content, CBS Boston

Req status Closed

Job Code (Click list, type in job title, and hit search) CTS-9686X Director Digital Media

Job Title Director of Content, CBS Boston

Job Description Director of Content, CBS Boston -

CBS Boston is looking for a strong leader to oversee digital content, production and marketing for CBSBoston.com. The selected candidate will also oversee national editorial strategies as related to the Boston market. Additionally, this position will require seeking and securing editorial relationships with local writers, content partners and bloggers, setting and managing the local editorial calendar, overseeing the local editorial team and coordinating efforts with the local revenue team.

Department / Business Unit Digital Media

Recruiter/HR Rep/EEO Coordinator Teichmann, Jill (CTS Boston WBZ-TV)

Immediate Supervisor (Click List, type in last name and hit search) Piette, Edward ()

Division/Station 1061

No. of Positions 1

Positions Remaining 1

Exempt/Non-Exempt Status Exempt

Addition/Replacement Replacement

Name of Employee Replaced S.Miller

Title of Employee Replaced

Salary of Employee Replaced \$

Target Start Date

Job Info

CBS Business Unit CBS Television Stations

Station WBZ-TV

Market Boston

Location Massachusetts - Boston

Building/Floor 1

Employee Type Staff

Job Status Full Time
Other Job Status N/A
Union Status No
Segment/Grade 1061-496

Job Function is one way applicants can search for jobs by their career interests and area of expertise on the talent gateway. Use the CTRL key to select up to three (3) Job Functions that best describe the position and department.

Job Function Internet/Digital Media

Required Skills/Experience RESPONSIBILITIES:
 * Cultivate, negotiate and maintain local editorial relationships and blogger pools
 * Set and manage the local editorial calendars for news, politics, lifestyle and sports
 * Supervise local editorial team
 * Collaborate with revenue teams on content strategies and execution
 * Track engagement metrics for programming guidance
 * Collaborative with the national editorial and operations teams on overall editorial site strategies
 * Work with local marketing and programming (TV and Radio) teams to increase user/ viewer / listener awareness of the site and site initiatives
 * Accountable for achieving site traffic goals

Preferred Skills/Experience EXPERIENCE:
 * Knowledge and passion for local news, sports, and politics
 * Demonstrated news judgement and editorial standards
 * Understand news judgment and editorial standards
 * Social Media knowledge and practice
 * A minimum of 4-8 years Web management experience required, minimum of 3 years' experience leading a team
 * Knowledge of WordPress, Photoshop, and a working knowledge of HTML

Minimum Education Level

Major

Additional Candidate Instructions Position is BOSTON based and reports to the General Manager of WBZ-TV and the CBS Radio Market Manager

Select the category that best describes the position and/or job function. This field will only be used for internal reporting purposes. It will NOT appear on any of the Talent Gateways for candidates to view.

Job Category Digital

EEO Code

Job Code

Budget/Cost Center Code 1061-496

Budget Status Included in Budget

Salary/Wage Range \$ 1

Per Hour/Per Year Per Year

Bonus Eligible (If answer is No, please skip to LTIP Eligible question.) No

STIP Eligible N/A

STIP Target %

Other Bonus Eligible (Please Describe)

LTIP Eligible N/A

Commission Eligibility (AE Positions Only) N/A

If yes, enter target Compensation (Total Annual Pay)

Guarantee Eligibility (New Business AE Positions Only) N/A

If yes, Estimated Monthly Guarantee \$

Estimated Length of Guarantee

Compensation Approvals (Do Not Complete-Area for Comp Dept Only)

Compensation Approved Min Salary \$

Compensation Approved Mid Salary \$

Compensation Approved Max Salary \$

Compensation Approved Bonus Eligible N/A

Compensation Approved Bonus Plan

Compensation Approved Bonus Target \$ or %
Min

Compensation Approved Bonus Target \$ or %
Max

Compensation Approved Long Term Incentive Eligible N/A

Compensation Approved Long Term Incentive Value Min

Compensation Approved Long Term Incentive Value Max

Sourcing Strategy - Instructions for Job Poster.

Sourcing Option (Please hold down "CTL" key to select all that apply.)

List specific source for option(s) selected above:

| Notify When Req is Open (Req Team) | Name | Dept. | Job title | Phone | Fax |
|---|-------------------------------------|--------------|----------------------------|-------------------|------------|
| | Teichmann, Jill (CTS Boston WBZ-TV) | WBZ-TV | Payroll Controller Manager | CTS Boston WBZ-TV | |

Turn off Autofiler notification for this req

Approval Routing

| Approval routing | Job title | User | Date |
|-------------------------|---------------------------------|-------------------------------------|-------------|
| | TV Stations-Hiring Manager | Bypass | 29-Apr-2011 |
| | TV Stations-Department Head | Bypass | 29-Apr-2011 |
| | TV Stations-Compensation | Teichmann, Jill (CTS Boston WBZ-TV) | 29-Apr-2011 |
| | TV Stations-Controller | Teichmann, Jill (CTS Boston WBZ-TV) | 29-Apr-2011 |
| | TV Stations-General/Sr. Manager | Teichmann, Jill (CTS Boston WBZ-TV) | 29-Apr-2011 |
| | TV Stations-SVP, Finance | Teichmann, Jill (CTS Boston WBZ-TV) | 29-Apr-2011 |
| | TV Stations-EVP/CFO | Bypass | 29-Apr-2011 |
| | TV Stations-President | Bypass | 29-Apr-2011 |

Notify upon approval completion Teichmann, Jill (CTS Boston WBZ-TV)

Advertising Costs \$

Travel Costs \$

Relocation Costs \$

External/Agency Cost \$

Referral Bonus Amount \$

Auto req ID 8373BR

To be completed after the req has been filled.

Auto req ID 8373BR

Internal/External Hire

New Hire's Name

Start Date

Added by Teichmann, Jill (CTS Boston WBZ-TV)

Added on 29-Apr-2011

Edit posting options

? Help

Posting **8373BR** : Director of Content, CBS
Boston

Select job posting preview

Talent Gateways

| Select all | Gateway site | Repost | Days until posted | Days to remain posted | Currently posted | Posted date | Removal date | Edit site questions |
|--------------------------|-------------------------|--------|-------------------|-----------------------|------------------|-------------|--------------|---------------------|
| <input type="checkbox"/> | CBS Campus Recruiting | Repost | 00 | 365 | | | | |
| <input type="checkbox"/> | CBS Corporation | Repost | 00 | 365 | | | | |
| <input type="checkbox"/> | CBS Internal Gateway | Repost | 00 | 00 | | 29-Apr-2011 | | |
| <input type="checkbox"/> | CBS Television Stations | Repost | 00 | 365 | | | | |

Other posting options

| Posting interface | Date submitted | Start date | Posting expiration/duration | Post/edit details |
|---------------------------------|----------------|------------|-----------------------------|-------------------|
| Arbita | | | | / |
| First Advantage | | | | / |

Req detail

Req history

Req template: TV Stations Requisition Form

Job posting preview eLink history

Req details Reporter - New Hampshire Bureau

Req status Closed

Job Code (Click list, type in job title, and hit search) CTS-14210X Reporter

Job Title Reporter - New Hampshire Bureau

Job Description New Hampshire Bureau Reporter -
 Duties and Responsibilities of the position include:
 * Manage the New Hampshire Bureau
 * Report Daily for WBZ-TV Newscasts
 * Enterprise unique content
 * Develop contacts in the community
 * Produce web content

Department / Business Unit News

Recruiter/HR Rep/EEO Coordinator Teichmann, Jill (CTS Boston WBZ-TV)

Immediate Supervisor (Click List, type in last name and hit search) Verrilli, John (CTS Boston WBZ-TV)

Division/Station 1061-406

No. of Positions 1

Positions Remaining 0

Exempt/Non-Exempt Status Non-Exempt

Addition/Replacement Replacement

Name of Employee Replaced R.Sanders

Title of Employee Replaced

Salary of Employee Replaced \$

Target Start Date

Job Info

CBS Business Unit CBS Television Stations

Station WBZ-TV

Market Boston

Location Massachusetts - Boston

Building/Floor 1

Employee Type Staff

Job Status Full Time

Other Job Status N/A

Union Status Yes

Segment/Grade

Job Function is one way applicants can search for jobs by their career interests and area of expertise on the talent gateway. Use the CTRL key to select up to three (3) Job Functions that best describe the position and department.

Job Function On-Air Talent/Talent

Required Skills/Experience The ideal candidate must have:

- * At least 5 years in a major market TV Station
- * Ability to meet deadlines
- * Live TV experience
- * Excellent writing skills

Preferred Skills/Experience

Minimum Education Level

Major

Additional Candidate Instructions

Select the category that best describes the position and/or job function. This field will only be used for internal reporting purposes. It will NOT appear on any of the Talent Gateways for candidates to view.

Job Category Other

EEO Code

Job Code

Budget/Cost Center Code 1061-406

Budget Status Included in Budget

Salary/Wage Range \$ 1

Per Hour/Per Year Per Year

Bonus Eligible (If answer is No, please skip to LTIP Eligible question.) N/A

STIP Eligible N/A

STIP Target %

Other Bonus Eligible (Please Describe)

LTIP Eligible N/A

Commission Eligibility (AE Positions Only) N/A

If yes, enter target Compensation (Total Annual Pay)

Guarantee Eligibility (New Business AE Positions Only) N/A

If yes, Estimated Monthly Guarantee \$

Estimated Length of Guarantee

Compensation Approvals (Do Not Complete-Area for Comp Dept Only)

Compensation Approved Min Salary \$

Compensation Approved Mid Salary \$
Compensation Approved Max Salary \$
Compensation Approved Bonus Eligible N/A
Compensation Approved Bonus Plan
Compensation Approved Bonus Target \$ or %
Min
Compensation Approved Bonus Target \$ or %
Max
Compensation Approved Long Term Incentive N/A
Eligible
Compensation Approved Long Term Incentive
Value Min
Compensation Approved Long Term Incentive
Value Max

Sourcing Strategy - Instructions for Job Poster.

Sourcing Option (Please hold down "CTL" key to select all that apply.)

List specific source for option(s) selected above:

| Notify When Req is Open (Req Team) | Name | Dept. | Job title | Phone | Fax |
|------------------------------------|-------------------------------------|------------------------------|--------------------|-------------------------|-----|
| | Teichmann, Jill (CTS Boston WBZ-TV) | WBZ-TV Controller 0701 | Payroll Manager | CTS Boston WBZ-TV | |

Turn off Autofiler notification for this req

Approval Routing

| Approval routing | Job title | User | Date |
|------------------|---------------------------------|-------------------------------------|-------------|
| | TV Stations-Hiring Manager | Bypass | 10-Mar-2011 |
| | TV Stations-Department Head | Bypass | 10-Mar-2011 |
| | TV Stations-Compensation | Teichmann, Jill (CTS Boston WBZ-TV) | 10-Mar-2011 |
| | TV Stations-Controller | Teichmann, Jill (CTS Boston WBZ-TV) | 10-Mar-2011 |
| | TV Stations-General/Sr. Manager | Teichmann, Jill (CTS Boston WBZ-TV) | 10-Mar-2011 |
| | TV Stations-SVP, | Teichmann, Jill (CTS Boston) | 10-Mar-2011 |

| | | |
|---------------------------|---------|-------------|
| Finance | WBZ-TV) | |
| TV Stations- EVP/CFO | Bypass | 10-Mar-2011 |
| TV Stations- President | Bypass | 10-Mar-2011 |

Notify upon approval completion Teichmann, Jill (CTS Boston WBZ-TV)

Advertising Costs \$

Travel Costs \$

Relocation Costs \$

External/Agency Cost \$

Referral Bonus Amount \$

Auto req ID 7877BR

To be completed after the req has been filled.

Auto req ID 7877BR

Internal/External Hire

New Hire's Name

Start Date

Added by Teichmann, Jill (CTS Boston WBZ-TV)

Added on 10-Mar-2011

