

Position: Sales/Marketing Internship
The World Famous KROQ-FM 106.7
5901 Venice Blvd
Los Angeles, CA 90034



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Subject Line: KROQ Sales Internship
No Phone Calls please.
Posting Dates: TBD

Notes:

The KROQ Sales Department is looking for an enthusiastic over-achiever who is interested in learning about Radio Sales/Marketing/Promotions in a fast paced environment. Must be for school credit.

Requirements:

- Unpaid internship **must be for college credit**
- Candidates should be interested in Radio Sales/Marketing field.
- at least 18 years of age.
- enrolled in a College or University program for specific purpose of gaining a degree
- available at least/either (MWF, or Tue/Thur)
- reliable transportation
- Punctual and able to commute at specified times to the station in Culver City.
- good attitude, music lover a plus!
- Candidates must be able to work on minimal supervision, with little guidance. Meaning... "We don't want to have to be telling you what to do every hour"....

Candidates must submit a cover letter, resume and internship guidelines from their school to be considered for the internship program.

Responsibilities: Projects may include, but not limited to:

- Learning basics of creating ad copy.
- Assist with Enter to Win contests, including preparing/designing Enter To Win materials.
- Assist with promotional recaps
- Organize and maintain past promotional pitches, recaps, pictures, etc.
- Maintain/keep inventory of Sales Prize Closet
- assisting with on-site events
- Assist general Sales Staff with daily activities as needed (office supplies, mailing, etc)
- Distributing/collecting Sales Contracts
- E-mailing Spot/Log Times to Cleints .

Computer Knowledge Requirements:

PowerPoint, Word/Excel, Internet Savy a must.
Even Better if you know: Photoshop, Illustrator, design software.