



SALES ASSISTANT

Draper Media has an immediate opening for a Sales Assistant. This position works directly with our sales team assisting in all aspects of the sales process. Must be detail oriented with good organizational skills and be able to work independently.

Knowledge of Excel, Powerpoint, Outlook, and data entry is a plus.

Interested candidates should apply at:

Drapermediajobs.com

Or

mail resume, cover letter to:

Human Resources

WBOC

1729 N. Salisbury Blvd.

Salisbury, MD 21801

Employment is contingent on successfully passing criminal background and drug screen tests.

We are an "Equal Opportunity Employer"

Position Information

Title: Sales Assistant

Status: Full-Time Hourly

Pay Range: \$17.10-\$20.00 per hour

Other Compensation: Overtime

Benefits: Health Coverage (*Single/Family*)

Vision Coverage (*Single/Family*)

Voluntary Benefits (*Single/Family*)

Paid Time Off (*80 hours/year*)

Dental Coverage (*Single/Family*)

Disability Coverage (*Single*)

401(k) Retirement Plan

Paid Holidays (*9 days/year*)