



JOB OPENING NOTICE

Lotus Boise Corp is accepting applications for a Full-Time Account Executive with a strong focus on Digital Sales. The role of the Account Executive is to generate and grow revenue from local and regional digital and/or radio advertising accounts. This position is considered an outside sales position and requires that the Account Executive be out of the office more than 50% of the time conducting sales activities with clients. Bilingual in Spanish is a plus!

Digital - Radio Account Executive Essential Duties and Responsibilities:

- Establish and maintain new station advertisers through prospecting and great client service.
 - Primary responsibilities will include setting meetings, developing new accounts, writing proposals, coordinating commercial copywriting and production and ongoing billing collection.
 - Build relationships and sell digital and/or radio as a marketing solution to help clients meet their key business challenges.
 - Follows up on sales orders and ensures client satisfaction.
 - Ensures sales orders are submitted and processed according to company policies and procedures.
 - Requires visits to client offices and premises.
 - May require client outings to sports and other entertainment events.
 - Troubleshoot issues as necessary.
 - Provide weekly activity/call reports and other sales reports as required.
 - Exceptional time management and organizational skills.
 - Exceptional written and verbal communications skills.
 - Must be detail oriented.
 - Ability to work under deadlines and in a fast-paced environment.
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- Willingness to travel.
- Perform Client Needs analysis.
- Build client digital and/or radio marketing strategies.
- Assist in the preparation, creation, and execution of compelling presentations to clients.
- Develop digital and/or radio packages and solutions in collaboration with leadership.
- Perform proposed campaign presentations and ask for the business.
- Follow up on renewals as needed.
- Brainstorm new and creative growth strategies

Working Conditions and Physical Requirements:

Office environment, some repetitive motion required. Requires travel to station events and client sites, valid drivers' license is required with good driving record. Must have a reliable means of transportation and maintain current insurance and registration.

Qualifications & Experience

- Highly collaborative with the ability to work in a team environment.
- Adept in the management of change, with the ability to diagnose problems, build relationships internally and externally and implement solutions.
- Ability to work effectively with diverse operations, accounting, and finance teams, foster positive and cooperative relationships within and outside the organization.
- Operates at the highest level of professionalism and personal integrity.
- Conscientious about timeliness of assignments and quality of work product.
- Possess exceptional written and verbal communication and interpersonal skills, including ability to articulate recommendations in a concise and timely manner.
- Responsive team player with ability to quickly prioritize and able to handle multiple tasks and maintain control and order.
- Motivated, self-starter, strong work ethic.
- Task and goal oriented and capable of functioning in a corporate setting.

Disclaimer:

Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.

ABOUT US:

Lotus Boise Corp. is a subsidiary of Lotus Communications Corp. and is a media, entertainment and digital marketing services company that owns and operates radio properties. Lotus Communications Corp. operates 41 radio stations in the Western United States including stations in Los Angeles, Las Vegas, Sacramento, Boise, Tucson, Fresno and Bakersfield. Lotus Boise Corp ensures there is no discrimination based on the grounds of race, color, religion, gender, age, handicap, veteran status or national origin in respect to recruitment, evaluation, selection, promotion, compensation and training. Lotus Boise Corp. is an equal opportunity employer. If you know anyone who may be qualified to fill this position, please let him or her know about this opportunity. All interested candidates are encouraged to contact Careers@lotusboise.com.

Full Time AE (2025-07) – job opening notice -staff notice- 07.16.2025