

Position: Marketing Assistant

Company: Buttar.com

Department: Marketing

Posted: August 17, 2010

Buttar.com is seeking a marketing assistant to join its Marketing Team. Buttar.com is a leader in sports marketing in the southeast region with a track record of producing, timing, managing and supporting over 180 events in the last 7 years.

Events produced by Buttar.com include Orlando Xtreme Half-Marathon, Wildman Triathlon Festival, Orlando Triathlon at Baldwin Park, Moss Park Forest Run, Moss Park Triathlon Festival, Orlando Women's Triathlon and many others. Our team currently produces over 15 events a year benefiting the overall health of Central Florida. We are seeking a creative problem solver with an eye for details.

Job Responsibilities

- Submit Buttar.com events to websites
- Learn new marketing techniques

Qualifications

- Be proficient in Facebook and Twitter.
- No experience necessary.
- Be disciplined, have strong interpersonal skills and be an effective communicator.
- Computer literate, proficient in word processing, spreadsheet and Internet applications.
- Flexible team player, be able to adapt to change.
- Must be highly motivated and able to take initiative.

Application process

1. Submit cover letter, resume, references and salary requirements electronically to buttarsupport@gmail.com
2. Visit <http://www.buttar.com/jobs/index2.htm> and fill out the personality profile.
3. Qualified candidates will be contacted for a phone interview.

Please note: incomplete responses will not be processed.

No phone calls please.