



Audio Commercial Traffic Manager

Skyview Networks, one of the leaders in the distribution of radio content in the country, is looking for individuals for their Production Department. We are looking for extremely detailed oriented people for the flighting, checking of schedules and ensuring accuracy of commercial inventory for SKYVIEW NETWORKS distribution on multiple networks. This position will report directly to the V.P. of Production Dept.

Job Responsibilities include:

Ability to read and interpret audio commercial traffic instructions, flighting of instructions in Skyview proprietary software, which will be taught to you, and ensuring that this work has been completed accurately by other members of the Production Department.

Requirements:

- Resourceful, well-organized, highly dependable, and efficient
- Strong eye for detail
- Sound computer skills and the willingness to learn specialized software systems for radio commercial distribution
- Analytical skill set
- Ability to react quickly to fast changing situations and keep a cool head under pressure
- Comfortable multi-tasking projects in conjunction with day-to-day activities
- Ability to work under strict and challenging deadlines, while maintaining a positive attitude
- College degree is favored

These additional skills would be a bonus, but not required:

Commercial production, including editing of audio, creating, and producing full radio commercials, and voice work.