



CCB Media Recruiting for a Radio Traffic Manager

Cape Cod Broadcasting Media (99.9 the Q, Cape Country 104, Cape Classical 107.5, Ocean 104.7 and CapeCod.com) is seeking a Radio Traffic Manager.

This is a full-time position.

Brief Overview of Responsibilities:

- **Oversee commercial scheduling of national and local buys**
- **Work with internal teams and agencies to communicate deadlines**
- **Work with media buyers, execute media changes and additions**
- **Communicate with necessary departments on issues (copy issues, content requirements, delays, etc.)**
- **Maximize potential revenue by monitoring inventory – introduce new procedures to increase efficiency.**
- **Contributes to the CCB Media’s company-wide goals**
- **Produce logs and distribute them to necessary departments**

Qualifications:

- **Radio Traffic Experience**
- **Excellent organizational skills, attention to detail**
- **Excellent computer skills**
- **Experience with Marketron a plus**
- **Ability to work with multiple departments**
- **Ability to work in fast moving environment**

If you are looking to work for a great, local company focused on live and local radio, please send your cover letter and resume to careers@ccb-media.com.

Cape Cod Broadcasting Media is an Equal Opportunity Employer committed to the goals of workplace diversity and nondiscrimination.