

JOB POSTING TITLE: AGENCY MANAGER POSITION NEEDED - FULL TIME

Our company is looking for someone to manage [INSERT PLATFORMS YOU'RE WORKING WITH].

We're looking for 8 hours of work per day Monday - Friday to start with potential to earn raises and bonuses. If you are looking for consistent work from week to week then this is a great position for you.

Position will require you to manage our entire staff and create/add to company training (using our company training). Helping them achieve their daily and weekly goals. This work is preferred to be completed during US business hours.

All training will be provided.

Here are the qualifications we're looking for:

- Candidate must be fluent in English, both oral and written. No exceptions.
- Good working PC or Mac with skype ability.
- Good working headset that works with your PC or Mac
- Solid internet connection
- Previous management experience REQUIRED

Phone Interview to follow for qualified candidates.

Position responsibilities would include:

- monitor reports daily and weekly to make sure each staff member is hitting their daily and weekly goals
- help each staff member reach their goals and to make improvements, apply fixes where needed
- review reports with the business owner weekly
- great attitude and in dealing with people (we keep our people happy, customers and staff!)
- must be focused, flexible, optimistic, great attitude and willing to grow with us. Need to be able to take initiative and improvise as needed.

This is an hourly paid position with potential for raises and bonuses within our company.

Put "Interested in Agency Manager Position" in the subject line so we know that you read this thoroughly and can follow instructions.

Thank you and we look forward to hearing from you!