



## JOB DESCRIPTION

**Job Title:** Create Your Own Title

**Location:** Nashville, TN

**Summary:** To put it plainly, you would be the first official hire for an upstart marketing company. Our client list is growing and opportunities abound. Fortunately, there is a lot of work to be done. Unfortunately, it's almost impossible to put boundaries on exactly what this job would entail day-to-day. However, here is a summary of things that you might do day-to-day:

- **Administration:** No, we're not talking about getting coffee and making copies, we're talking about high-level interaction and administration of Motiveight's day-to-day operations.
- **Marketing:** We're a marketing company, so you'll have your hand in all types and facets of marketing: from publishing, to viral/grassroots, to events and beyond.
- **Project Management:** We offer design services to our clients, so you will be responsible for collaborating, organizing, scheduling and facilitating all design projects.
- **Learn:** We at Motiveight are constantly striving to learn more, so it's appropriate that we list this because you'll be required to actively learn as well. Read books, attend seminars, connect with people who do what you do well, we don't care; we just want you to learn.

### Top 10 reasons why this job IS **NOT** for you:

- You like your day-to-day defined before you arrive to work every day
- You don't multitask very well
- You prefer an independent, non-collaborative, work environment
- Organizing isn't something you enjoy doing
- Microsoft Excel is that "other" program, not a necessary tool
- High pressure is meant for tires, not you
- You prefer to communicate by every means except phone or face-to-face
- In the face of something new, you need someone to give you a kick-start
- Creative thinking isn't fun
- You don't like risk

### Qualifications:

- An undergraduate degree, preferably in Business or a related field
- 2-4 years of marketing or related work experience
- Must be detail-oriented and possess organizational skills to perform multiple tasks in a fast-paced, deadline driven environment
- Must be proficient in Microsoft Office and other Internet related tools.

To apply, please email a cover letter and resume to [kyle@motiveight.com](mailto:kyle@motiveight.com). Be creative.