



Athletic Corporation California State University, Fresno

Ticket Sales Representative **Athletic Corporation – Vacancy #A416**

Compensation:

\$10.50 per hour, plus commission. This is an hourly, non-exempt position that is expected to work 34-38 hours per week. Athletic Corporation employees are at-will.

Overview:

The position of Ticket Sales Representative is under the general supervision of the Fresno State Athletic Corporation, Assistant Ticket Manager for Sales. The Ticket Sales Representative is responsible for the generation of new revenue through the sale of new season tickets, partial plans and group tickets for all ticketed Fresno State sports. Position will require frequent outbound sales calls and some face-to-face interaction with interested individuals and businesses across the San Joaquin Valley. Individuals will also be asked to assist with season ticket retention efforts.

Required Education, Experience, Knowledge, Skills and Abilities:

- Work experience that demonstrates strong sales skills
- Experience working with software such as Word and Excel
- Must have reliable transportation
- Strong oral and written communication skills
- Ability to:
 - Work independently and follow through with minimal direction
 - Work a flexible schedule including nights/weekends
 - Work effectively with individuals from diverse ethnic, cultural and socio-economic backgrounds and project a professional attitude
- Ability and willingness to support the diversity and equity commitments of the department
- A history of regular attendance and positive performance evaluations

Preferred Qualifications:

- Previous Sales Experience
- Familiarity with Paciolan ticketing software
- Familiarity with Salesforce CRM software
- Experience working in the ticketing or marketing fields at the professional sports or collegiate athletic level

Deadline to Apply:

July 17, 2017

Application Requirements:

An [Athletic Corporation Application](#), a resume, and a list of three professional references, including telephone numbers, are required. A cover letter that addresses your qualifications for the position is also required.

Apply By Mail:

California State University, Fresno - Human Resources
5150 North Maple Avenue, M/S: JA41
Fresno, California 93740-8026

Apply By Fax or In Person:

Joyal Administration Building, Room 211
Phone: (559) 278-2032
Fax: (559) 278-4275



Athletic Corporation California State University, Fresno

Thank you for your interest in a non-faculty position with the Athletic Corporation of California State University, Fresno.

The Athletic Corporation of California State University, Fresno is committed to Equal Employment Opportunity and Affirmative Action. Applicants will be considered without regard to sex, race, color, religion, national origin, sexual orientation, marital status or disability. The Athletic Corporation actively seeks and encourages applications from members of all underrepresented groups. The Athletic Corporation is committed to providing equal opportunities to men and women CSU students in all campus programs, including intercollegiate athletics. The Athletic Corporation is associated with the University; however, employees of the Corporation are not employees of the University or the State of California.

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, crime report statistics are available at <http://www.fresnostate.edu/adminserv/police/clery/>.

Background investigations will be conducted, as required, depending upon the job requirements of a position. These could include, but are not limited to, processing of fingerprints through the Department of Justice and degree and license verifications. An offer of employment may or may not be extended based upon the results of these verifications.

Pursuant to the requirements of the Immigration Reform and Control Act of 1986, any offer of employment is contingent upon verification of individual's eligibility to be employed in the United States.

Pursuant to Executive Order 883, reasonable accommodation is to be provided upon request from an employee or applicant with disabilities, unless doing so would impose an undue hardship on the campus. What constitutes a reasonable accommodation is to be determined by the campus on a case-by-case basis after it has received the individual's request for accommodation and engaged in an interactive process. Employees or applicants requiring reasonable accommodation should contact Human Resources directly at (559) 278-2032.

University Information: (<http://www.fresnostate.edu/>)

Fresno State is one of 23 campuses of the California State University System. The university's mission is to offer high quality educational opportunities to qualified students at the bachelor's and master's levels, as well as in joint doctoral programs in selected areas. The University serves the San Joaquin Valley while interacting with the state, nation, and world. Through transformational applied research, technical assistance, training and other related public service activities, the University builds partnerships and linkages with business, education, industry, and government. The University competes athletically in Division I FBS and is a member of the Mountain West Conference.

The University's current enrollment is more than 24,000 students from diverse backgrounds, which creates a culturally rich environment. The campus, which has been designated as an arboretum, is spread over 1400 acres. Metropolitan Fresno, with a multi-ethnic population of over 600,000 is located in the heart of the San Joaquin Valley on the western edge of the Sierra Nevada Mountain Range. The campus is within easy driving distance of San Francisco, Los Angeles, Yosemite, Kings Canyon, and Sequoia National Parks, the Monterey Peninsula, Lake Tahoe, beaches, sailing lakes and numerous ski resorts. Fresno boasts one of the most reasonable housing markets in California and offers a wide array of locally grown fruits and produce.