



<b>Job Title:</b>	Marketing Manager	<b>Supervisor:</b>	Marketing Manager
<b>Department/Group:</b>	Production	<b>Travel Required:</b>	No
<b>Location:</b>	Production	<b>Position Type:</b>	Office/Production
<b>HR Contact:</b>	Collin Seibert	<b>Date posted:</b>	

**Applications Accepted By:**

**FAX OR E-MAIL:**

(417) 286-3350 or [hr@signfab.com](mailto:hr@signfab.com)

Subject Line: Job Title

**Attention:** Human Resources

**MAIL:**

Sign Fab, Inc.

Attn: Human Resources

28625 Harvest View Rd.

Stoutland, MO 65567

**Job Description**

**Job Description:**

*We are seeking an experienced and versatile Marketing Manager who is hungry to do this and more. Our ideal candidate has experience developing and executing marketing campaigns while managing and inspiring a team. They will be comfortable with day-to-day marketing activities, as well as long-term strategy, thriving with tight deadlines and changing needs.*

**Responsibilities:**

1. **Strategy Development:** Develop and implement a cohesive marketing plan to increase brand awareness.
2. **Team Management:** Manage in-house or external marketing team members.
3. **Budgeting and Planning:** Set, monitor and report on team goals.
4. **Campaign Execution:** Design and oversee all aspects of our digital marketing department including our marketing database, email, and display advertising campaigns.
5. **Marketing Analysis:** Evaluate important metrics that affect our website traffic, service quotas, and target audience.
6. **Vendor Relationship:** Coordinate with advertising and media experts to improve marketing results.
7. **Trend Analysis:** Keep abreast of new trends and apply best practices in inbound marketing.

**Qualifications:**

1. Bachelor's degree in marketing, business, or related field.
2. Proven work experience as a Marketing Manager or similar role.
3. Excellent leadership skills with experience in managing a team.
4. Solid understanding of SEO, content management, data analysis, and budgeting.
5. Experience with CRM software and digital marketing tools and techniques.
6. Strong verbal and written communication skills.
7. Ability to understand and follow company policies and procedures.

*The Marketing Manager will report directly to the CEO and will oversee internal Marketing teams. If you are a highly creative, proactive, and organized individual, then you might be our ideal candidate. We hope to see you soon on our team!*



*Note: The company is an equal opportunity employer and encourages applicants from any national origin, sex, sexual orientation, religion, age, disability or veteran status.*

**Additional Notes**

- Will be required to perform other duties as requested, directed, or assigned by management.

**DISCLAIMER**

The above statements are intended to describe the general nature and level of work being performed by employees assigned to the classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

Reviewed By:		Date:	<a href="#">Click here to enter a date.</a>
Approved By:		Date:	<a href="#">Click here to enter a date.</a>
Last Updated By:	Collin Seibert	Date/Time:	<a href="#">Click here to enter a date.</a>