



# Marketing & Customer Relations Associate

## MSQUASH Campuses

- 23 Waterfront Place, Port Chester, NY 10573
- 85 Water St, Norwalk, CT 06820

## WHO WE ARE

We are a high-performance sports institute, specializing in the evolution of the squash and ball sports athletes. We focus on a combination of latest technology, world class expertise, top performance mindset and fun. We currently have 2 campuses: in Port Chester NY and in South Norwalk CT.

## JOB DESCRIPTION

You will be responsible for providing a top notch experience for our members day after day as the first person they see upon entering our campuses. In your marketing work, you will promote our memberships and services to our existing customers and help us attract new customers. Your daily activities will include offering a warm welcome to all of our members and guests every day, working with the coaches to ensure that lessons and clinics are full and making the marketing plan come to life.

We are looking for someone who is gets things done, who is constantly thinking of new marketing promotions and can execute those marketing plans.

### **IS THIS YOU?**

*If you are a high performing individual, a self-starter ready to go into the business world or keen to combine this with pursuing your college degree, you would be part of a bustling start-up with many opportunities to learn and lead. If you have flexibility with hours, have strong people skills to inspire our members and have attention to detail, then we are excited to discuss career opportunities with you.*



## WHAT YOU WILL BE DOING:

- Responsible for promoting the 2 Msquash Campuses
- Set up creative marketing campaigns, manage websites, manage online stores, ensure consistency across brand, set up text- and wifi-marketing campaigns and other innovative marketing projects.
- Interact directly with clients on a daily basis, sell memberships and training packages and constantly prospect for new business.

## WHAT WE ARE LOOKING FOR IN YOU:

- Previous marketing and administrative experience preferred
- An entrepreneurial and creative spirit
- A self-starter, with a can-do and get-it-done work ethic
- Excellent verbal and written communication skills
- Enthusiastic, energetic and friendly disposition
- Passion for health and fitness
- Enjoy working within a team, but very happy to get things done efficiently solo too
- Strong time management skills and practices
- Great multitasker
- Weekend and weekday hours availability

## THE WORK SCHEDULE WE ARE LOOKING TO FILL: FULL-TIME

- MSquash is looking for a total of 40 hours per week,
- Weekday and weekend shifts

## ADDITIONAL INFORMATION

### COMPENSATION AND BENEFITS

Competitive base salary along with sales commission opportunities.

### Additional benefits include:

- Health Insurance – Medical, Dental, Vision
- 401K plan
- Commuting expense assistance
- Complimentary club membership

NOTE: This job description is intended to describe the general requirements for the position. It is not a complete statement of duties, responsibilities, or requirements. Other duties not listed here may be assigned as necessary to ensure the proper operations of the department.

All your information will be kept confidential according to EEO guidelines. Must have a legal right to work in the United States.

## IS THIS YOU? GREAT!

Please forward a copy of your resume to [katline@msquash.com](mailto:katline@msquash.com)