

NOW HIRING



"Bid Projects - Build Relationships"

POSITION AVAILABLE:

MARKETING ADMINISTRATOR

- RECRUITING NEW MEMBERS
- PLANNING UPCOMING CLASSES FOR MEMBERS
- CREATING AND SELLING ADVERTISEMENTS
- KEEPING SOCIAL MEDIA OUTLETS UP-TO-DATE
- EDITING AND UPDATING WEBSITE
- UPLOADING AND PRINTING PLANS FOR PLANROOM



COMPETITIVE PAY

FULL TIME POSITION

GREAT BENEFITS

PLEASE SEND IN
RESUME TO
OFFICE@MEMPHISBX.COM

BUILDERS EXCHANGE

642 S. Cooper
Memphis, TN 38104
(901) 272-7495

www.memphisbx.com

MONDAY – FRIDAY
7:30 AM – 4:30 PM