

District Manager:

Capital Newspapers is seeking a full-time district manager for our Madison office. This is an entry level management position that requires a diverse skill set with responsibilities for home delivery and single copy newspaper distribution and marketing.

Qualifications:

- ✓ Demonstrate and apply a commitment to customer-service excellence
- ✓ Strong leadership skills
- ✓ Knowledge and/or experience with independent contractor relationships
- ✓ Understanding of merchandising and point of sale marketing
- ✓ Excellent written and verbal communication skills
- ✓ Proficiency using Microsoft Office Word and Excel software applications
- ✓ Ability to maintain a flexible schedule including early morning hours
- ✓ A valid driver's license, auto insurance, and reliable transportation are required

Responsibilities:

- ✓ Recruiting and training contractors
- ✓ Travel within the Madison area
- ✓ Managerial reports
- ✓ Warehouse duties
- ✓ Managing routes

Capital Newspapers offers:

- ✓ Competitive compensation starting at \$42,000
- ✓ Medical, dental, vision, and life insurances
- ✓ 401k with company match
- ✓ Vacation, personal, and sick time
- ✓ Free print subscription to the Wisconsin State Journal and free digital subscription to Madison.com for all employees

Affirmative Action/Equal Opportunity Employer:

The Capital Newspapers organization is an affirmative action employer. We are committed to maintaining a workforce that accurately reflects our audience and expands our voice.

Pre-employment drug and background screenings apply

Applicants can apply at
**Madison.com/
workhere**
or call
608-252-6200
for more information