**Advertisement and circulation revenue officer Job Description**

This **Advertisement and circulation revenue officer job description** template is optimized for posting in online job boards or careers pages and easy to customize for your company.

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We are searching for a decisive, organized Advertisement and circulation revenue officer to oversee operations and direct staff members in our advertising staff as they develop unique and exciting campaigns. The Advertisement and circulation revenue officer will collaborate with clients and advertising staff to establish project objectives, delegate tasks to appropriate team members, direct research, analyse data, and evaluate projects to ensure they meet the expectations of the client, properly represent the brand, and achieve the desired results. They may also assist with the hiring and employee evaluation process.

To be a successful Advertisement and circulation revenue officer, you should be focused on raising awareness and building interest in the products and services you represent. You should be a detail-oriented, creative, and collaborative problem solver with outstanding communication and project management skills.

**Advertisement and circulation revenue officer Responsibilities:**

* Overseeing advertising department operations and staff members.
* Working with staff members, clients, or an ad agency to establish and meet projects goals and establish and enforce budgets and timelines.
* Developing advertising strategies to increase buyer interest in products or services.
* Monitoring project progress from planning to execution to ensure it remains focused and evaluate its effectiveness.
* Negotiating contracts specifications and terms with clients or other external parties.
* Initiating and directing research efforts.
* Collecting and analysing data and presenting it to other parties, including management and clients.
* Participating in the hiring and evaluating employees within the advertising department.
* Providing expert advice on marketing and advertising methods for new or existing products or services.

**Advertisement and circulation revenue officer Requirements:**

* Bachelor’s degree in advertising, marketing, or related field.
* 2+ years of experience in relevant field, management experience may be preferred.
* Understanding of design and marketing principles and techniques.
* Ability to develop strategies based on industry trends and developments.
* Exceptional organizational and multitasking skills, especially when working with multiple projects/teams.
* Excellent management, negotiation, listening, and verbal and written communication skills.
* Decisiveness and strong problem solving skills, especially under stress.
* Ability to develop and maintain relationships.
* Solid sales and presentation skills.
* Additional skills, experience, or expertise may be strongly desired or required.