



Entry Level Communication  
Specialist  
Position Details

<b>Location:</b>	Melbourne, Florida	<b>Required Education:</b>	4 Year Degree
<b>Employment Type:</b>	Full-Time Employee	<b>Required Experience:</b>	0-2 years
<b>Line of Business:</b>	Content Management, Business Process Management Solutions	<b>Required Travel:</b>	Negligible
<b>Contact Name:</b>	Elizabeth McChrystal	<b>Contact Phone:</b>	321.242.7438
<b>Contact Email:</b>	employment@accent-technologies.com		

Accent Technologies is a small, fast growing software company focused on the high-growth digital asset management market. Accent Technologies develops commercial enterprise applications that serve the Global 2000 market. Our market leading Presentation Librarian product is used by many top Fortune 500 companies including several of the world's top financial, healthcare and sales & marketing firms.

Accent Technologies is seeking a skilled communicator to help develop and drive company and product brand and messaging. The individual must be able to work in a fast-paced, high-growth environment and able to contribute by:

- Developing PR / communications material to support business strategy
- Writing and editing in a variety of formats, including sales literature, product brochures, press releases, case studies and web content
- Developing presentation materials and literature to help facilitate the sales process
- Maintaining web presence / search engine awareness
- Supporting company brand positioning by ensuring all key brand messages in all communications.
- Assisting in business generating activities

### Qualifications

- **Education and Experience:** BS degree in marketing, communication, journalism or psychology with 0 to 2 years experience. Knowledge of enterprise software and high tech industry preferred.
- **Skills:** Excellent writing, editing, and proof-reading skills, strong verbal communications and collaborative interpersonal skills; good presentation skills, market research skills, and selling skills.
  - **Must** be able to produce grammatically correct sales and marketing materials
  - **Must** have excellent PowerPoint development skills
  - **Prefer** basic web development/maintenance skills
- **Abilities:** Ability to meet tight deadlines and work well in a fast-paced environment, ability to develop creative marketing communications programs to reinforce company brand positioning. Additional abilities include the ability to facilitate ideas, think fast, seize opportunities, prioritize tasks, coordinate activities and events, and the ability to adapt to various target audiences.
- **Other Characteristics:** Excellent attention to detail, conscientious, out-going, self-motivated, adaptable and flexible to situations.

The information contained in this document is confidential and the property of Accent Technologies, Inc. Any release of this information to anyone other than the direct employees of the company identified above must be approved in writing by Accent Technologies, Inc.

## **What We Offer**

Accent Technologies is an EEO Employer.

Accent Technologies offers a competitive compensation package. In addition, we offer a challenging and highly productive work environment that provides significant opportunity for personal growth and advancement. If you're looking for a dynamic and innovative environment, join us at Accent Technologies. We have a great team and offer the chance to help drive a market leading software company to the next level.

The information contained in this document is confidential and the property of Accent Technologies, Inc. Any release of this information to anyone other than the direct employees of the company identified above must be approved in writing by Accent Technologies, Inc.