

2025 MBA Home Building and Remodeling Show - Job Board Posting

Company Name: **Buck Buckley's Total Basement Finishing**

Job Title: **Marketing Specialist**

Pay range (optional): **\$47,000-\$55,000 per year**

Start Immediate

Company Website: <https://www.buckbuckleystotalbasementfinishing.com>

Contact for job posting: Kris Bloedow
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Job description and information: We are looking for a Marketing Assistant to help with our company's marketing and advertising efforts. Your main responsibilities include executing and maintaining social media efforts, producing marketing materials and graphics, and creating and generating company content for the website.

Our ideal candidate can interpret customers' behavior and suggest creative ways to increase brand awareness. If you have excellent communication skills and a passion for marketing and advertising and are able to complete your tasks, we want to meet you.

Ultimately, you will ensure our company's marketing efforts help us achieve our immediate and long-term business goals.

Marketing Assistant responsibilities include:

- Build and execute social media strategy through competitive research, platform determination, benchmarking, messaging, and audience identification (ex. Facebook, Instagram, Linked In)
- Knowledge of Hootsuite a plus
- Designing and implementing marketing materials (ex. postcards, flyers, door hangers)
- Create and update website pages with new content - widgets
- Maintain and police high brand standards - fonts & colors
- Conduct research for ways to increase brand awareness and customers behavior
- Organize a folder of all new and future marketing/advertising materials you may save or work on
- Communicate and collaborate with other departments to manage reputation, identify key projects, and coordinate actions.
- Identify and analyze any marketing or advertising campaigns
- Backing up the appointment center with phones and any other office jobs as needed
- Compensation \$47,000-\$55,000 per year

If this sounds like you contact us for more information at kris@klausroofingbybuck.com