



TEXAS STATE

DEPARTMENT OF ATHLETICS

Darren B. Casey Athletic Administration Complex • 601 University Drive • San Marcos, TX 78666-4684
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JOB DESCRIPTION:

Texas State University, a NCAA Division I Institution, is seeking applications for the unpaid or hourly position of Intern for Ticket Sales.

POSTING INFORMATION

The position is for the Fall. Hours are flexible.

Duties:

- Make outbound sales calls to prospective season and group ticket buyers
- Track sales and follow up calls as instructed
- Serve as first point of contact for walk-in customers
- Take incoming calls from renewal and potential customers via the ticket office main line
- Provide an excellent purchasing experience for customers through walking them through navigating through the sales software program NeuLion.
- Meet daily outbound call numbers
- Meet weekly and monthly sales goals
- Other duties as assigned

Required Qualifications:

- Work towards bachelors or masters degree
- Interest in a career related to sports, sales and/or marketing
- Previous customer service experience
- Professional demeanor
- Willingness to take initiative
- Positive and outgoing attitude

Preferred Qualifications:

- Previous outbound calling experience

To apply, e-mail resume to mcarson@txstate.edu.

Contact:

Matthew Carson
Assistant Athletic Director of Ticket Operations and Sales
Texas State University Athletics
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