

Founded in 2000, Etix is an international web-based ticketing service provider for the entertainment, travel and sports industries, processing over 50 million tickets per year in 40 countries. As the largest independent ticketing company in North America, Etix provides flexible and secure online and box office ticketing solutions, integrated digital marketing services and robust e-commerce fulfillment to over 4,100 venues, theaters, arenas, festivals, fairs, performing arts centers and multi-use facilities.

## POSITION OVERVIEW

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**Company:** Rockhouse Partners (An Etix Company)

**Position Title:** Client Website Manager

**Position Location:** Etix HQ - Morrisville, NC

**Position Status:** Full-time

The Client Website Manager works with a team of individuals with creative and technical skills to develop and maintain various websites for the Etix client marketing team. Largely a project management role, your job is to help manage the entire life of the project, from conception to delivery. You will work with clients to deliver the web product that they envision.

## RESPONSIBILITIES

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- ▶ Guide clients through our web development process - from design to the technical work up, and finally to the delivery of the website.
- ▶ Work with the Etix sales team to pitch our web services and explain our production process to potential clients.
- ▶ Work with a team of web coordinators and developers to manage multiple projects, simultaneously.

## SKILLS / EXPERIENCE REQUIRED

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- ▶ BS/BA in Business, Marketing, Advertising, Communications or a related field
- ▶ 3-5 years of professional project management experience
- ▶ Proficient in Wordpress
- ▶ Ability to manage multiple projects simultaneously
- ▶ Experience supporting internal teams
- ▶ General technical knowledge associated with software and web-based applications
- ▶ Strong verbal and written communication skills; the ability to interact positively with clients of varying type and patience levels
- ▶ Experience with venue management, ticketing or e-commerce web applications a plus

To apply: Email [aaron.bare@etix.com](mailto:aaron.bare@etix.com) with "Client Website Manager" in the subject line.