



Example of Premium Seat Sales Job Description

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Our company is growing rapidly and is looking for a premium seat sales. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for premium seat sales

- Advertising for VIP Program via eblasts, social media, and other mediums
- Recruitment/Prospecting of new VIP clients
- Social media marketing planning the social media calendar, original content creation, Facebook advertisement, boosting posts, acquiring followers across all social platforms
- Maintenance of client relationships
- Monthly processing of client event planning and execution through venue activations
- Client email database and communication and via Exact Targe
- Day of Show event preparation
- Work with Finance on pulling necessary data & reports
- Ticket orders, tracking, and mailing
- Perspective client research

Qualifications for premium seat sales

- Learn valuable sales and communication techniques in relation to clients
- Participate in the ticketing processes and discover how sales relates to and works with other departments to create great experience
- Learn how the sales team functions and works with other departments
- Practice event planning for VIP Areas for each concert venue
- Learn best practices for communicating with PSS clients

