



LEMMONTREE MARKETING GROUP
A Division of LemmonTree Enterprises, Inc.
3010 South Priest Drive, Suite 103
Tempe, Arizona 85282
Phone: (480) 967-1405 • Fax: (480) 967-1407

Position/Title: E-Marketing Specialist/Web Developer

Job Description:

Responsible for implementing all web-based services including e-marketing design, broadcast and reporting as well as web site development with team of graphic designers and programmer. The position reports to E-Marketing Director and works closely with the Client Service Team, Vice President and President in the successful delivery of e-marketing and web-site based projects in accordance with goals and objectives of the client.

Job Requirements:

The position requires a bachelor's degree in computer science, graphic design, or related business field. Some professional experience preferred. This is a full-time in-house position.

Computer literate - strong HTML, Microsoft Office Suite, Dreamweaver, CCS and CAN-SPAM Act compliance. Knowledge of PHP, Flash and other development tools a plus.

Job Responsibilities Include:

- Responsible for the coordination and completion of all client web projects.
- Responsible for project managing, creation of e-mail files and lists and implementation of client e-mail marketing campaigns
- Responsible for maintaining e-marketing reports including: project status, tracking reports and download updates and inquiries
- Monitor, help execute and update project timelines for client projects

Salary depends on experience.

Submit Résumé and Cover Letter to: Human Resources

Preferred Candidate Resume Submission/Contact Method is via Email

E-mail: personnel7@lemmontree.com

Fax: 480.967.1407