

Welcome. You are not signed in. | [My Account](#)
[Options](#)

 [My Job Cart](#) | [Sign In](#)

[Job Search](#)

[My Jobpage](#)

[Basic Search](#)

[All Jobs](#)

[Back to prior page](#)

[Printable Format](#)

Job 120 out of 249 [Previous](#) | [116](#) [117](#) [118](#) [119](#) **120** | [Next](#)

[Apply Online](#)

[Add to My Job Cart](#)

Public Relations Coordinator-0901011

Description

PR COORDINATOR (LOS ANGELES)

As a coordinator for DIRECTV's Public Relations team, candidate will write press releases, pitch relevant story ideas to media, serve as company spokesperson on lower-level media issues, coordinate outreach activities for product reviews, research appropriate speaking engagements for senior executives and assist PR manager with the social media program. Candidate will also provide overall administrative support to the PR team including the management of the Company's online Press Center and maintaining/updating company information, media contact databases and editorial calendars as well as assist the team with a wide variety of other PR-related activities.

Qualifications

Requires two or more years of support in a consumer-oriented public relations environment and excellent Microsoft Office (Word, Excel, Outlook, Access, PowerPoint) skills. Must have excellent written/verbal communication, listening, facilitation, interpersonal, conflict resolution and investigative skills and possess the proven ability to work independently in a fast-paced, complex environment. A degree in PR or related field is preferred

Job Marketing / PR / Communications

Primary LocationCA-Los Angeles

Schedule Full-time

[Apply Online](#)

[Add to My Job Cart](#)

Send this job to a friend

Send this job description to a friend by email. All the relevant details will be included in the message.

[Send this job to a friend](#)

Job 120 out of 249 [Previous](#) | [116](#) [117](#) [118](#) [119](#) **120** | [Next](#)

Powered by **Taleo** 