**Student Telemarketing Assistant**

**DEFINITION:**

Under limited supervision of a Manager/Supervisor, a student performs the following duties:

a) Describes University admission policies or lifestyle.

b) Generates ticket sales through phone solicitation.

c) Carries out additional tasks as needed.

**BASIC QUALIFICATIONS:**

One (1) year of previous telemarketing experience. Student will be trained in the performance of the above duties. Day and evening hours are required.

**LEARNING OUTCOMES*:**

- Understand the importance of and demonstrate verbal, written, and non-verbal/body language abilities.
- Employ active listening skills.
- Communicate in a clear and organized manner so that others can effectively understand.
- Frame communication with respect to the diversity of learning styles, varied individual communication abilities, and cultural differences.
- Multi-task well in a fast-paced environment.
- Act equitably with integrity and accountability to self, others, and the organization.
- Consistently meet or exceed goals or expectations.
- Listen carefully to others, taking time to understand and ask appropriate questions without interrupting.
- Navigate change and be open to learning new technologies.