



M. BOHLKE VENEER CORP.

M. Bohlke Veneer Corp. strives to provide our clients and customers with the finest wood products that nature has to offer. Together, conscientiously and responsibly, we use one of the earth's most beautiful resources as a way to enrich the world around us. Our employees are in a safety first work environment, and have opportunities for development.

Family owned and operated since 1966, M. Bohlke Veneer Corp. is a world leader in wood and timber products. Over the decades, M. Bohlke Veneer has led the veneer industry in its many technological innovations that have achieved value for our clients. M. Bohlke Veneer is a dynamic international company known for its industry leadership, expertise and hard-working team environment.

We employ more than 200 associates. Our office is located in Fairfield, OH just north of Cincinnati. We like to boast that we have over 50 employees that have spent 25+ years at the company.

Our company offers a comprehensive benefit plan designed to meet the needs of our team members:

- Medical insurance
- Dental insurance
- Vision insurance
- 401(k) retirement
- Short-term disability coverage
- Life Insurance
- Paid vacations
- Nine paid holidays

MARKETING ASSOCIATE / CORPORATE OFFICE **[Full time]**

In collaboration with the Vice President and Sales Team, the Marketing Associate job expectations are to manage our website and social media, conduct direct mail and email campaigns, perform market research and draft and design literature or advertisements along with other internal functions

Job Requirements

- Bachelor degree in marketing, communications or equivalent experience
- Experience in marketing and/or sales including direct customer contact
- Demonstrated ability in analysis, fact finding and listening skills
- An ability to be self-motivated and create projects or tasks upon company's needs
- An ability to see the broader business and market opportunities facing MBVC
- Strong organizational capabilities, plus strong writing and presentation skills
- Knowledgeable of WordPress, SEO & SMO and social networking
- Experienced in Adobe CS6 Products (Photoshop, Illustrator, InDesign, After Effects)

Description of Duties

- Manage website, including creation of new content, updating entries, web optimization, tracking metrics, aggregation and analytic tools.
- Direct social media campaign, including Facebook, Instagram, Pinterest, etc.
- Conduct B2B analysis tactics to specifically target lead generation
- Email Marketing including creation, account management, communication and record keeping.
- Design sales support materials including imagery, layout, and graphics
- Market research, which includes benchmarking and customer visits to determine purchasing processes regarding MBVC's product lines.
- Measurement of awareness of MBVC among target segments.
- Development of prospect lists.
- Development and maintenance of Architectural CRM.
- Plan and attend trade shows; be liaison to several industry organizations

Salary requirements must be submitted with resume to be considered for this position

Salary Commensurate with Experience
Local candidates – no relocation available
Must be able to work in the United States

HOW TO APPLY- Applicants should send a resume and cover letter outlining how they meet the specific requirements of the position to tlykins@mbvener.com While we sincerely appreciate all applications, only those candidates selected for interview will be contacted.