



## 180 JOB DESCRIPTION

### THE AGENCY

180 ([www.180LA.com](http://www.180LA.com) and [www.180amsterdam.com](http://www.180amsterdam.com)) is an international creative agency with offices in Amsterdam and Los Angeles. 180 employs 200+ people from over 30 countries. 180's client roster includes adidas International, Sony Consumer Electronics, Boost Mobile, Pepsi, HP, Amstel, Western Union, and Qatar Airways.

### THE ROLE: SENIOR PROJECT MANAGER

Work with creative, production, account and studio teams to produce work across all mediums including broadcast, social, digital, print, OOH and experiential.

Coordinate creative workload and workflow from briefing through production.

Manage costs and internal resources against production estimates.

Draft and track schedules for creative development and production.

Manage all elements of creative presentations.

Facilitate communication between departments regarding projects.

Ensure that all internal and external approvals have been obtained for creative work throughout the creative development process.

### THE ROLE: SENIOR PROJECT MANAGER

Bachelors degree.

5 years of work experience in project management at an advertising agency.

Experience across multiple mediums.

High standards for creative output.

Excellent written and verbal communications skills.

Self-motivated, highly organized and able to work effectively as part of a team.

### SCHEDULE AND COMPENSATION

Full-time, 40+ hours/week, starting immediately.

Freelance with the possibility of permanent.

Salary DOE plus benefits.

### CONTACT

Please submit your resume and a brief cover letter to [jobs@180la.com](mailto:jobs@180la.com). Please include the title of the position for which you are applying in the subject line of your email.