

Job Posting Template



PEOPLEMATTER JOB TITLE (How it will be displayed on job site):

GRAY JOB TITLE (Reference Position Code List & any special departments):

STATION:

FLSA STATUS: Exempt (Salaried) OR Non-Exempt (Hourly)

DEPARTMENT:

POSITION CODE:

LOCATION (List the satellite location if applicable):

REPORTS TO:

If Location is not listed in drop down please list here: _____

ABOUT GRAY TELEVISION:

Gray Television supports *local community interests* by providing quality television broadcasting and exceptional service in each market we serve. We own and operate leading media outlets in over 50 markets throughout the country – all delivering the news, weather, sports and entertainment that millions of our neighbors count on every day. We are an *unmatched broadcast pioneer* that keeps getting bigger and better.

We constantly strive for excellence. Through upgrading to the *latest technology* and seeking new ways to stay on top in our markets, we focus on training and development of the *best and brightest* employees in the business.

ABOUT STATION:

JOB SUMMARY:

GENERAL RESPONSIBILITIES (Use bullet points & Listed duties):

QUALIFICATIONS:

ADDITIONAL INFORMATION:

Please apply online at www.gray.tv/applynow

Gray Television provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, Gray Television complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

Gray Television expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of [Company Name]'s employees to perform their job duties may result in discipline up to and including discharge.