



www.marketingmessages.com

Remote Audio Editor

Position Summary

Marketing Messages is looking for a good set of ears with fine audio editing skills to serve as an on-demand, part time contractor. Must have your own editing computer and software and the ability to work remotely.

Responsibilities:

We supply raw audio and a script. You chop the audio into individual files, name them and remove errant noises like breaths, pops and clicks before delivering them to us for final processing.

Required Qualifications:

The ideal candidate will...

- Have several years of audio editing skills under their belt
- Possess strong analytical and meticulous organizational skills
- Have superlative critical listening skills
- Communicate clearly, both verbally and electronically
- Work well independently
- Share our deep commitment to providing excellent customer service
- Know Microsoft Outlook, Word and Excel

Company Background

Marketing Messages is a telecommunications company and a marketing company, rolled up into one. We employ professional Voice Talents in over 70 languages and dialects to record voice prompts, messages and narration in a tightly controlled studio environment with rapid turn-around. Our offerings span a wide variety of telephony and web-based applications, from large speech-recognition IVR and Auto Attendant systems to multi-media presentations, eLearning applications, and long-form narration services. We also specialize in unique applications, such as customer surveys, outbound IVR, and voice-enabled mobile systems.

Marketing Messages is a small and rock-solid 30 year old, with a client list of over 200 Fortune 500 Companies and 3500 smaller firms. We work hard, but like to have fun as well – all within in a collaborative, casual working environment. Our offices and recording studio are located in Waltham, Massachusetts. See us at MarketingMessages.com.

Contact Information:

Submit your resume with a cover letter via e-mail to jobs@marketingmessages.com

No phone calls or recruiters, please.