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Advertisement Sales Representatives are responsible for acquiring and maintaining advertising client accounts. This includes contacting businesses and organizations, selling ad space in *The Capital Times*, receiving contact and billing information, receiving ad material and working with the Editor in Chief and Business Manager to see that the ad is published as requested and that payment is received. This is a *paid* position.

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Interested students should visit *The Capital Times* office at E-126 or e-mail [captimes@psu.edu](mailto:captimes@psu.edu).