



**Job Announcement**  
**9/10/2019**

Position: Client Manager, Tallahassee, Florida

F4 Tech currently has an opening for a Client Manager in their Tallahassee, Florida office. The chosen applicant would be a key member of the company's client management, outreach and marketing efforts. The successful applicant should be a self-starter, have a passion for natural resources and technology, enjoy connecting and listening to others, and appreciate working in an engaged and empowering small business environment.

**Responsibilities:**

- Work with project managers to ensure clients are getting quality and professional-level deliverables
- Organize and implement marketing campaigns for the company
- Work with web developer to ensure the website is relevant and updated
- Be the point person for social media
- Effectively communicate our company solutions' value to clients, potential clients and cooperators
- Subcontractor management for marketing support
- Position requires periodic travel for consecutive days
- Other duties as assigned

**Required Qualifications:**

- Bachelor's degree in forestry, wildlife, natural resources or related field
- 5+ years of professional natural resources experience
- Proficient with MS Office applications including Excel, Word, and Power Point
- Strong written and verbal communications skills
- Must be self-driven, with a passion to help our team succeed

Applicants with the following experience will be preferred:

- Marketing
- Communications

Salary commensurate with skills and experience, paid vacation and sick leave, medical insurance, flexible benefits spending account, disability insurance, and retirement plan.

Please submit a resume and cover letter with three work references to Mark Milligan, President, [mmilligan@ThinkF4.com](mailto:mmilligan@ThinkF4.com).

F4 Tech is a forestry consulting firm based in Tallahassee, Florida. F4 has been in business since 1998 and provides technical forestry consulting services to large landowners. F4 also produces innovative software solutions for the forest and natural resource industries. Our clients range from for-profit timber management organizations to public land agencies.

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