



UPN is looking to hire a **Government Affairs Manager** for our Corporate Real Estate group in **Kansas City**. This is a rare opportunity to join a rapidly growing company providing tremendous career development and opportunity. You will be responsible to facilitate relationships with key governmental entities in existing and new markets by engaging in early market analysis, monitoring regulatory and industry developments, and representing UPN as a government affairs liaison in public meetings/forums. This position reports to the VP Real Estate.

UPN offers a remarkable compensation and benefits package including corporate bonus, health benefits, commission (for specific positions) and 401K match. What makes UPN truly valuable is our culture. At UPN, our employees are the driving force behind our success.

**Responsibilities Include:**

- Perform market research and financial analysis.
  - Track industry development activities and regulatory updates.
  - Perform segment research and gather market intelligence.
  - Review city council/commission meeting minutes, government codes, and capital improvement plans.
- Review existing agreements for renewal and compliance purposes.
- Monitor legislation and regulatory changes.
- Provide updates as requested to members of sales, operations, or management.
- Maintain a collaborative relationship with key governmental contacts to facilitate opportunities, while maintaining corporate economic goals.
- Assist Sales Leaders when necessary.
- Special projects as assigned.
- Maintain agreements database and sales database.

**Some Job Requirements:**

- Bachelor's degree in economics, political science, finance, or business.
- 1-3+ years' experience in government or telecommunications or utility industry.
- Proficient in Excel.
- Must have good communication skills and ability to interact with people in a positive manner.
- Must have good reading, numeric comprehension, and organization skills.
- Familiarity and aptitude in working with maps and data analysis.
- Ability to learn new programs as needed.

Qualified candidates interested in this opportunity should submit their cover letter and resume.

UPN is an Equal Employment Opportunity Employer

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