



RAW Marketing and Artisan Events Company Junior Events Account Executive

Description:

RAW Marketing and Artisan Events.

We are an experiential and activation Marketing agency. We offer our clients a full range of marketing activation tools to effectively communicate with their customers. From Experiential, Road Shows, Retail Activation, Corporate Hospitality to Outdoor Events and Festivals; we pride ourselves in delivering tailored services to suit best all our client's requirements.

We work hand in hand with our sister company Artisan Events, which specialises in creating outdoor experiences for local authorities, brands, and the general public. We promote and manage large scale public events, festivals and markets, with our team of professionals providing all the marketing support and event planning tools.

Role Description:

The role

The Events Account Executive will be supporting the Account Director in the organising of all events and outdoor activities for Artisan Events. After completing orientation, you will be working on a number of upcoming projects under the banner of Artisan events.

Responsibilities and duties include

- Liaising with suppliers and third parties, developing good professional relationship.
- Updating and maintaining databases.
- Creating social media content on our listing of events.
- Assisting with the events on site.
- Preparing pre and post-events documents and reports.

Essential Capabilities

- Strong organisational and administrative skills
- A quick learner that demonstrate a pro-active attitude and flexible approach
- A 'can-do' attitude within a busy and exciting industry
- Computer/internet literacy with an excellent knowledge of all basic Office applications (Word, Excel)
- Strong attention to details
- Team Player with great people skills
- Excellent spoken and written English is fundamental

How to apply

Email your CV & a cover letter to info@rawmarketing.ie