

## Marketing Coordinator

We are on the hunt for a like-minded individual to join the marketing team as a marketing coordinator.

### The opportunity

As ENTTEC's marketing coordinator, your role will be to develop and execute plans and strategies to accomplish set marketing goals. Serving as the marketing manager's right hand, you will stay informed about the market, industry trends and the competitive landscape, while helping to strategise and implement marketing, branding and advertising plans. You will also have the opportunity to tune in your creativity when organising trade shows, maintaining promotional inventory and much more.

### What you'll do:

Reporting to the marketing manager, you will be responsible for:

- Prepare marketing objectives, strategies and plans.
- Monitor and review marketing campaigns (budget, forecast).
- Planning promotional events.
- Support the sales team by providing customer information via segmented customer surveys.
- Assist the product team with market research and provide information about industry trends and product information.
- Prepare monthly reports by collecting, analysing, and summarizing marketing data (engagement, etc).
- Keep promotional materials updated at all time by coordinating requirements with graphics department and product team.
- Accomplishes organisation goals by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to job accomplishments.
- Keep up to date with the industry's latest developments, trends and competitors.

## What you can bring:

- Bachelor's degree in marketing, advertising, or communications.
- Past work experience as a marketing coordinator or similar role (2 years min).
- Knowledge of traditional and digital marketing, content marketing, and social media marketing.
- Experience with research using data analytics software and reporting research results.
- Experience in market segmentation.
- Experience in project management and coordination.
- Experience in planning and process improvement.
- Excellent writing, communication, and presentation skills.
- Proficiency in full Microsoft Office suite, specifically with Excel and PowerPoint.
- Strong ability in engaging and understanding the customer.
- Experience working with a budget and forecast.
- Ability to organise and manage multiple priorities.
- Creative and takes pride and initiative in tasks.

## Culture and perks

- Working environment that is designed to be diverse and engaging.
- A culture of experimentation and creative freedom.
- A full-time permanent role, starting ASAP.
- Knowledge sharing and cross-training when possible
- Working with amazing people
- Be part of a team who care and support one another
- Attractive salary package!

This is your chance to work in a creative and high-achieving team. If you believe you have what it takes, then we'd love to hear from you. Email [jobs@enttec.com](mailto:jobs@enttec.com) or click on "apply now". Attach your application (cover letter and CV), telling us why you would be perfect for this role.

APPLY NOW