

## ADSW Registration Manager Jobs in Abu Dhabi | Masdar Careers

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Company: Masdar

Location: abu dhabi

Category: other-general

ADSW Registration Manager Jobs in Abu Dhabi | Masdar Careers  
Position: ADSW  
Registration Manager

To head the guest registration & accreditation management for ADSW. This includes coordinating with all relevant external and internal parties to provide a seamless accreditation, guest invitation and badge registration process including project implementation, badge delivery and ensuring venue access for ADSW guests and stakeholders.

Responsibilities: Manage registration and accreditation systems for all events' client groups (VIPs, Workforce, Media, attendees) in line with standards and plans.

Develop and monitor a project plan for registration and accreditation of guests using relevant systems.

Manage all accreditation, invitations, and badges, and the related operations for ADSW in coordination with colleagues. Requirements: Bachelor's Degree

At least 4 years of experience in the event industry in the UAE, with a focus on accreditation

Advanced communication skills in English and Arabic (verbal and written) #J-18808-Ljbffr

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