

United Arab Emirates Jobs Expertini®

Events Specialist

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Company: TASC Outsourcing

Location: United Arab Emirates

Category: healthcare-practitioners-and-technical

Job Description :

Our client is a leading Company in **Banking Industry**. They are now looking **Events Specialist** to join them.

Roles & Responsibilities:

Supports the Corporate Communications & Marketing Team in the coordination, planning and execution of events promoting the company, its services, and initiatives.

Acts as administrative assistant for all marketing and communications admin roles, book keeping, and tracking

Works closely with internal and external event planning groups to define event goals, objectives and specific implementation plans.

Serves as project manager for designated events.

Preference:

Minimum of 6-8 years of experience in a similar role.

Contribute to knowledge and workplace information systems.

Solid understanding of the industry landscape, trends, and events

Qualifications:

Any Bachelor's degree

Good Written/Verbal Communication

Benefits:

Medical Insurance

Visa

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