

Specialist Communications, PA & CR | Talabat Jobs in UAE 2022

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Company: Talabat

Location: united arab emirates

Category: other-general

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Responsibilities:

Support the team in research, drafting content, and preparing presentations

Help with organizing meetings, event management, and branding requirements

Ensure trackers are up to date, files organized and meeting minutes documented

Requirements:

Agency experience and/or dynamic in-house exposure.

Qualifications and or Experience in Journalism, Public Affairs, Communications, and Events

Must have excellent verbal and written Arabic and English communication skills

A go-getter attitude with a strong sense of ownership that sees a task through to the end.

#J-18808-Ljbffr

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