Ваш надійний помічник

Marketing Coordinator for Media & Entertainment Practice

Харків,

Рубрики: IT, WEB фахівці

Побажання до співробітника

Освіта:	середня
Досвід роботи:	не вимагається
Графік роботи:	повний робочий день

Опис вакансії

Requirements Mandatory:

Advanced (or higher) level of spoken and written English

Experienced MS Office user

Skills of business correspondence on Russian and English

Experience managing social media (Facebook, Twitter, LinkedIn)

Time-management skills

Experience coordinating processes, creating and maintaining corporate communications.

Requirements Additional:

Experience working with CRM systems.

Understanding the specifics of the product IT companies.

Project Description:

DataArt has been engaged in developing software and IT consulting for over 19 years. We implemented dozens of projects in the Media & Entertainment industry, such as solutions for record labels, platforms for organizing tours for artist, administering of licenses, analytical tools, and many more.

We are searching for a marketing coordinator in order to maximize the efficiency of our work. The specialist who’s willing to take on the position will be participating in creating solutions for management tasks (coordinating business trips, maintaining contact between the company’s departments etc.), administering the CRM system, and working with various social media (Facebook, Twitter, LinkedIn).

The specialist will also engage in preparing marketing materials, articles and presentations (also in English), planning and conducting marketing campaigns, and searching for various events our specialists can participate in and helping to prepare for them.

At the heart of DataArt’s corporate culture is unity in diversity. We have 15 offices around the world, and the potential employee must be prepared to communicate with colleagues remotely via Skype and Email. We’re searching for a positive, energetic and disciplined specialist who can quickly learn the internal systems of the company and become a full participant of DataArt’s team.

DataArt offers:

Competitive salary. Project bonuses. Flextime. Foreign business trips. Paid overtime, vacation and sick leaves. Voluntary medical

insurance. Corporate doctor services. Foreign Language learning. Internal Training Program. Corporate events and meetings. No dress-code. Chill-out zone. Gym access. Office in a comfortable business-center.

Контактна інформація

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Контактна особа:	ТамараЗмиевская
Адреса:	Харьков, Ул. Богдана Хмельницкого, Бизнес-центр Протон, 10 этаж, Харьков, Украина