



Ваш надійний помічник

Marketing Assistant

📍 Харків,

Рубрики: [Реклама, маркетинг, PR](#)

Побажання до співробітника

| | |
|----------------|---------------------|
| Освіта: | повна вища |
| Досвід роботи: | не вимагається |
| Графік роботи: | повний робочий день |

Опис вакансії

The Marketing Assistant will provide support to the CMO and carry out daily tasks that keep the department running smoothly. You will assist in the development and implementation of new marketing strategies, manage all social media accounts, and create visual representations of marketing needs.

Requirements:

- Preferably a Master's degree in Marketing & Sales;
- Fluent in English;
- Ability to work with large amount of data, analyze the information, highlight the key points, and make recommendations based on them;
- Demonstrated experience in digital marketing, social media, email marketing;
- Solid knowledge of website analytics tools (e.g., Google Analytics, social monitoring software).

Personal qualities:

- Ability and initiative to self-manage when necessary and ability to multi-task to support multiple efforts;
- Strong strategic thinker with a results orientation who approaches any challenge with thoughtfulness, drive, and appropriate urgency;
- Professional presence and ability to represent the company both internally and with clients;
- Works well under pressure, thriving under tight deadlines.

Duties

- Keep stats and metrics reports updated;
- Compose marketing materials (articles, posts, emails, presentations);
- Prepare company brochures, newsletters, event announcements, and debriefs;
- Organize and manage various marketing projects;
- Manage company's corporate blog and corporate social media accounts (LinkedIn, Facebook, Twitter);
- Support the execution of marketing programs and promotional activities;
- Manage post-campaign tracking and analytics;
- Interact with Sales department, gather data, prepare reports.

Send your CV to: jobs@nixsolutions.com or fill our CV form: <https://www.nixsolutions.com/ru/career/cv/?vacancy...>

Контактна інформація

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