

Marketing Assistant

Type: Permanent - Full Time

Location: Remote (Europe)

Description:

Looking for an organized, hardworking assistant to support our global marketing team with B2B marketing efforts across multiple industries. As a Marketing Assistant, you will work with the Marketing Leads to support the execution of marketing campaigns to attract new buyers and sellers.

This is a home-based, remote position working with team members in different departments across the globe, daily.

Job Duties:

- Email marketing - creating email content to promote equipment for sale, auction events, and services across all industries
- Call lists - creating call lists for Equipment Sales and Corporate Prospecting teams to help promote relevant projects
- Database Building - researching new contacts and/or companies to add to our database based, alongside cleaning the database by removing inactive contacts
- Content - researching industry specific topics and trends to create engaging content for blogs, infographics, videos, etc.
- Website Landing Pages - assisting the marketing leads with landing page updates in WordPress and our internal content management system
- Tradeshows - assisting the marketing leads with organizing trade show events

Requirements:

- English native speaker or Advanced C1
- General experience in the field of Marketing
- Proficiency in Microsoft Office programs
- Excellent written and verbal communications
- Ability to work independently and as part of a team
- Good with time management and organization

Contact:

Email Resume to: [Human Resources - Marketing](#)