



THE
CONEXUS
GROUP

Marketing Assistant **Redhill, Surrey**

£Competitive

We are currently recruiting for a Marketing Assistant to work across The Conexus Group brands from our Redhill offices. The candidate will be assisting with creating and running marketing campaigns across all brands on a global basis, reporting into the Head of Marketing in the UK.

The Company

The Conexus Group specialises in the consulting, staffing and training industries. It holds interests in a range of companies that assist in the transformation and growth of organisations at all stages of their corporate development. We operate around the world, from Europe to Asia, the USA and elsewhere, with offices in Malta, UK, Spain, Singapore and the US.

Responsibilities:

As part of the Group Marketing Team, this role will be to assisting to coordinate key marketing activity, including social media campaigns, events & conferences, internal communications and partnerships.

This role will form part of the Marketing Team to ensure high-quality communications and successful campaigns across all areas of the Group.

We are looking for a self-starting creative marketer, who is looking to learn and assist with the running of marketing campaigns from creation through to analysis of resulting data.

Main duties and responsibilities:

- **Social Media Campaigns:** assist with the planning and execution of all social media campaigns.
- **Company Email Campaigns:** assist with the planning, content and execution of external campaigns, utilising the business' email platforms.
- **Conferences & Events:** assist with the planning, content and promotion of participation and attendance of events by any group company.
- **Internal communications:** work with the marketing team to coordinate contribution to all Group communications and specific initiatives.
- **Employer brand:** production of material and content highlighting group business' positions as attractive employers.
- **Marketing Team Support:** aid the Redhill marketing team with administration, data inputting and group requirements as and when required.

The successful applicant will have:

- Degree or equivalent educated
- Possess strong verbal and written communication skills
- Creative and highly organised
- Be reliable and precise, highly motivated and a self-starter
- Some experience in marketing for training, conferences or recruitment a big advantage
- Working knowledge of Adobe and HTML an advantage

Key relationships:

- Head of Marketing
- Marketing Manager
- UK based marketing team

What we offer:

- Competitive annual salary
- Specific skills training
- Inspiring and motivational environment with a great team spirit

This is a full-time permanent contract, working hours 8.30am - 5.30pm.

Due to the high level of applications we receive we are unable to respond to each application. If you have not heard from us within 3 weeks, then you have been unsuccessful in getting to the next stage.

Important Information: We endeavor to process your personal data in a fair and transparent manner. In applying for this role, The Conexus Group will be acting in your best interest and may contact you in relation to the role, either by email, phone or text message. For more information see our Privacy Policy on our website. It is important you are aware of your individual rights and the provisions the company has put in place to protect your data. If you would like further information on the policy or GDPR please contact us.