

Sales Promotion Assistant

Remuneration:	R3000 - R6000 per month market-related
Location:	Bushbuckridge
Education level:	Matric
Job level:	Student
Travel requirement:	Occasional
Type:	Permanent
Reference:	#CM111
Company:	In Vision Marketing

We are seeking a friendly and enthusiastic sales promotions assistant to join our team. In this role, you will assist in planning, organising, and implementing sales promotions to increase customer awareness and drive sales. As a sales promotions assistant, you will work closely with the sales and marketing teams to develop creative strategies and execute promotional activities. This is an exciting opportunity for someone who enjoys working in a fast-paced environment and has a passion for marketing and sales.

Responsibilities

- Collaborate with the sales and marketing teams to develop and execute sales promotions
- Assist in creating promotional materials, including flyers, brochures, and online content
- Help plan and organize promotional events, such as product launches and customer appreciation days
- Conduct market research to identify trends and opportunities for sales promotion
- Provide support in monitoring and analysing the effectiveness of sales promotions
- Assist in maintaining and updating the company's sales promotion calendar
- Coordinate with internal teams and external vendors to ensure seamless execution of sales promotions

Requirements

- High school diploma or equivalent
- Previous experience in sales or marketing preferred
- Excellent verbal and written communication skills
- Strong organisational and time-management abilities
- Proficiency in Microsoft Office Suite
- Ability to work independently and as part of a team
- Attention to detail and accuracy
- Ability to multitask and prioritise tasks effectively

Posted on 23 Apr 11:53, Closing date 22 Jun

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