United Kingdom Jobs Expertini®

Senior Event Executive

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Company: Live Recruitment Location: Gatley Category: other-general

Hybrid - 3 days in the office, 2 days from home

Have you got some experience working within events but keen to move to the next step in your career? This well-known agency are looking for motivated and passionate people to join their team!

The Agency

With an established industry reputation, this thriving events agency is going from strength to strength and work across a broad range of live events, experiential projects and internal communications across industry sectors including retail, automotive, technology, fashion and financial.

Offering a range of services including, internal communications, virtual events, marketing, film, creative, content, exhibition and digital, this agency are used to making big impacts – shaping the events industry with their thoughtful and engaging campaigns! Voted as one of the top UK companies to work for and with a constant desire to nurture and retain their team, they have an energising approach to rewarding hard work and offer a whole host of exciting benefits.

The Role

Due to a recent promotion and on-going successful growth, there is now an opportunity for an experienced Senior Event Executive to join their team. Working closely on one of their large accounts, as well as others you will be responsible for:

- Supporting across a range of events
- Inputting into proposal and ideation
- Liaising with internal teams
- Liaising with 3rd party suppliers
- Setting up and attending client meetings
- Managing your own smaller events from end to end
- · Supporting with budgets and cost tracking
- Managing venue site visits
- Visiting venues and viewing potential event sites
- Crew logistics including travel, scheduling and accommodation

The Candidate

Candidates must have a proven background of working within the event sector, ideally from within an agency, although other backgrounds will be considered. Candidates must be able to work across multiple events concurrently and be used to working with external suppliers as well as internal teams.

This is a fantastic role within a truly modern and forward thinking creative events company where you will have the chance to work with some of the best within the industry and the chance to get involved with fantastic events and clients.

Live specialises in all disciplines (and at all levels) across marketing, creative and events. If this position isn't quite what you're looking for please visit (url removed) to view all of the opportunities we are recruiting.

Vacancy Reference: MBP1151

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