

**** NEW JOB**** A leading Property Development company are seeking a Marketing Assistant. Based in Marble Arch and paying up to £35,000. If you are interested, please email your CV to emma.colville@questprofessional.co.uk

Job: Marketing Assistant

Location: Marble Arch

Salary: Up to £35,000

Job description:

The company are seeking a Marketing Assistant / Administrator.

Key duties and personal attributes:

- Diary management for the two senior Marketing heads.
- Administration support where required for a team of five people.
- General marketing admin such as email campaigns, picture tagging and launch event organisation
- Solid administrative and organisational skills
- The ability to work in a highly pressured, professional environment
- Previous marketing experience is not essential but an appetite to learn on the job is key.