

## Marketing Officer at Corporate Staffing

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Company: JobWebKenya

Location: Kenya

Category: other-general

### Job Description

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Corporate Staffing Services is a leading recruitment agency in Kenya providing complete recruitment services. In the last ten years we have been partners to local and foreign businesses looking to hire Kenyan professionals. We have recruited for diverse clients in different sectors and industries.

### Duties and Responsibilities

Organizing and coordinating Marketing events

Promote CSS as a Training Provider through Publicity and events

Contribute in the implementation of marketing strategies

Support the marketing team in overseeing the marketing operations

Organize and attend marketing activities or events to raise brand awareness

Plan advertising and promotional campaigns for CSS trainings and other services on a variety of media platforms.

Liaise with stakeholders, trainers, consultants to promote success of activities and enhance the company's presence

See all ventures through to completion and evaluate their success using various metrics

Prepare content for the publication of marketing material and oversee distribution

Conduct market research to identify opportunities for promotion and growth

Collaborate with departmental heads in preparing event budgets and monitoring expenses

Identify skills gaps and ways to bridge the same through trainings

Organize events on career talks relating to how professionals can accelerate their career growth.

Organize networking events for candidates and senior professionals

Work with internal and external stakeholders to build solid professional networks by identifying keynote speakers and industry experts

Provide daily, weekly and monthly reports and record keeping on business leads generated

Keeping up to date with labour market information regarding trends and technological changes required for different professionals

### **Requirements and Qualification**

Bachelor's Degree

At least 5 years' experience in Marketing Trainings Services

### **Experience in a Training Institution is a must.**

Minimum age is 28 years

Excellent PUBLIC SPEAKING AND PRESENTATION skills

Strong communication and persuasion skills

Must have excellent interpersonal skills and the ability to work in a team

Ability to multi-task and get things done to completion

Excellent planning and organizational skills

Entrepreneur mindset

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