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sales and promotions coordinator

Posted by: Reesink Canada Wholesale Inc

Posting date: 15-Dec-2024 **Closing date:** 13-Jun-2025

Education: Bachelor's degree

Language: english

Job location: Concord

Salary: \$32.31 Per Hour

Years of Experience: 1 year

Vacancy: 1

Job Type: Full Time

Job id: CAJ4608790

Job description:

Responsibilities

Tasks

- Perform administrative tasks
- Advise clients on advertising or sales promotion strategies
- Answer written and oral inquiries
- Assist in the preparation of brochures, reports, newsletters and other material
- Co-ordinate special publicity events and promotions
- Initiate and maintain contact with the media
- Design market research questionnaires
- Conduct online marketing, E-commerce and Website promotions
- Develop marketing strategies
- Ensure appropriate business/commercial licenses are in place

Maintain and manage digital database