



Marketing Assistant (Junior)

ALLOcloud (www.allocloud.com) is a Cloud-based Telephony and Collaboration service provider based in Saintes, Belgium (close to Brussels, near Halle).

Job description:

ALLOcloud is seeking a Marketing Assistant to support ongoing and special projects in the Marketing Department. The Marketing Assistant works hand in hand with the Marketing Manager and the Sales Manager.

The position has special emphasis on:

- Creating Newsletters
- Monitoring Newsletters performance
- Copywriting (articles, blog, etc.)
- SEO
- Maintaining and updating the Website
- Managing social media (Facebook, LinkedIn, Instagram, etc.)
- Co - organizing our Partner Event (+ 100 partners) every year and other events
- Managing stocks at the office (flyers, goodies, etc.)
- Etc.

Required expertise:

- Bachelor's degree preferably with emphasis in Marketing or Advertising
- Excellent communication skills both verbal and written
- Excellent organizational skill and extreme attention to detail
- Creative mindset and fast learning

Candidate profile:

We are looking for someone who is eager to learn and grow with our company.

A positive and upbeat attitude, integrity, a willingness to learn, and be service-oriented are key qualities in the ideal candidate.

Languages:

- Dutch
- French

Please send CV to: el@allocloud.com