

PROMAC

Position: Marketing Coordinator
Reports to: Vice President / General Manager

Summary:

Pro Mac Manufacturing is looking for a key contributor to join our team. This role will drive, coordinate and direct a marketing program that fosters the Company growth strategy. Be part of a team that embraces challenges and opportunities.

At Pro Mac, we believe that every person deserves to have purpose in their careers. We will provide you the tools and opportunities to be the driving force in our mission to continue to be an industry leader and an Employer of Choice.

Essential Duties and Responsibilities:

- Facilitate increasing Company brand awareness through all available sources of communications, advertising, branding, digital marketing, and social media platforms.
- Support Sales teams by providing sales data, market trends, forecasts, account analyses, new product information, relaying customer services requests
- Develop and manage advertising, marketing and promotional materials budgets and supplies
- Support the Sales teams by planning, scheduling and coordinating trade events and shows
- Enhance and coordinate Company brand enhancement initiatives

Qualifications and Experience

- Post-secondary diploma or degree in Marketing or related field
- Relevant work experience, 3-5 years, as a Marketing or Communications professional
- Subject matter expertise in digital and social marketing trends
- Outstanding computer skills with advanced knowledge of software including Adobe Creative Suite and Microsoft Office

To apply:

Please apply by October 21, 2022 with a cover letter and resume to Mike Williams, HR Leader. mikewilliams@promacgroup.ca