
torque

overcoming inertia
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Role: Events Executive, Automotive

Type: Permanent

Based: Warwick

Salary: £25k pa

Torque Agency Group is seeking a full-time Events Executive, to join our small, growing and dedicated events team, working with some of the biggest automotive brands.

You will have been creating high quality events for 1-2 years – preferably including automotive – and be able to demonstrate experience and understanding of the fundamentals of event production and logistics.

You'll have worked directly with suppliers and will be able to act independently, or within large onsite staff teams.

You'll be required to help plan and deliver events that range widely in scale, type and purpose, often working directly with senior client executives.

As well as our own offices in Warwickshire and London, the role will require regular work at our clients' premises and events, in the UK and internationally.

In return, you'll be a key part of a small and rapidly growing events team and involved in some of the biggest automotive events in the world.

Key skills:

- Excellent interpersonal and communication skills – both spoken and written – amongst both colleagues and clients
- Strong ability to organise self, and prioritise workload in order to meet tight deadlines
- A good level of IT competence, including MS Windows and Apple operating systems, Excel, Word and Power Point

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Essential experience:

- 1 year's minimum events experience, either in-house, or agency
- Experience in venue-finding and negotiation
- Experience in delivering complex event logistics, often at short notice
- Experience of budget management and control

About Torque:

We tell great automotive stories, by creating great content and finding new ways to deliver it, through live events and media channels.

Great storytelling is not just the right words and pictures, it's how you use them – that's why we are experts not just in creating content, but also in delivering it.

@TorqueAgency

www.torqueagencygroup.com