

GREY PR IS LOOKING FOR ACCOUNT MANAGERS

Ημ/νια:9/9/17 Μέσο: DAILY FAX Σελίδα: 3

GREY PR is looking for

Account Managers

The ideal candidates, reporting to an Account Director, drive client day to day account management, PR plans development & implementation, along with media engagement & event management.

Job Description

- Liaise on a daily basis & build strong relationships with clients, media and partners / suppliers
- Work as part of the account team to manage the needs of the assigned clients from initial Brief to client proposal delivery
- Design and implement PR campaigns / activities in line with client's strategic objectives
- Organize and coordinate events, including press conferences and promotional events
- Prepare regular client reports/briefings/presentations and attend client meetings
- Contribute to the creation and production of client materials and productions
- Research, write and distribute press releases and/or other communication materials to targeted media

Requirements

- Degree in Communications / PR / Marketing or similar field
- 2-5 years of proven experience in PR / Communications field - a PR Agency role will be considered as a plus
- Ability to implement effective PR campaigns through various channels (traditional/digital)
- Ability to build strong Media Relations and deliver solid Corporate/Brand communication plans

Additional skills & attributes

- Excellent communication and writing skills both in Greek and in English
- A creative mind partnered to good attention to details
- Excellent knowledge of the MS office suite (PowerPoint, Word, Excel)
- A can-do-attitude and a passion for achieving results
- Team-spirited & Initiative-taker
- Flexible; Solutions-finder
- Proven experience in handling budget

Send your C.V.: e.nanou@greyathens.gr