


16.09.2021 - Auslandshandelskammern

Project Manager (m/f/d) Competence Centre Industry & Trade Fairs - AHK South Africa

 Full-time/Part-time: Parttime

 Application deadline: 01.10.2021

 Location: Johannesburg

Apply at:
zloeve@germanchamber.co.za

With offices in Johannesburg, Cape Town, Durban, Maputo and Lusaka, the Southern African - German Chamber of Commerce and Industry (SAGCC) has been facilitating the establishment of business links between Southern Africa and Germany since 1952 by supplying information on the economic situation in both regions, bringing together potential trade partners, and offering a wide range of other services.

The Southern African – German Chamber of Commerce and Industry is looking for a Project Manager (m/f/d): Competence Centre Industry & Trade Fairs. The Competence Centre for Industry aims to be an information, service and networking platform for businesses within the Industry Sector. Part of this is the representation of various German trade fair organisations. The Project Manager will be responsible for all activities related to this Competence Centre.

About the position

What are your tasks?

- Project management of trade fair related activities and projects
- Promotion and sales (cold calling, CRM, customer visits) of exhibition space and visitor tickets to all representative trade fairs
- Project budgeting, planning and execution
- Implementation of activities, like seminars, delegations and research projects. Clients are primarily German companies or government agencies at the federal or regional level
- Reporting and cost calculation
- General project and trade fair related administration

Required qualifications

What are our requirements?

- University qualification in business/ administration/ finance
- Experience in project management and/or sales
- Knowledge of trade fair industry is an advantage
- Extensive knowledge of MS-Office programs
- Highly organized team-player
- Self-motivated, creative thinking, problem solving
- Ability to build, maintain and extend industry-specific networks
- Ability to present to an audience/ extensive communication skills
- Willingness to travel

What we offer

What we offer

We offer an autonomous working environment within an experienced and friendly team, internationally driven with varied tasks. Competitive salary and great benefits.

Please send your CV to Ms Zoe Loeve, zloeve@germanchamber.co.za by **01 October 2021**.

If you have not heard from us within 2 weeks please consider your application unsuccessful.