



BIO-RAD

Bio-Rad is looking for its site in Cressier (Fribourg) for a

Event Coordinator (100%)

Temporary contract for 9 months

Bio-Rad is an innovative company and thanks to its laboratory diagnostic systems world leader in the field of blood group serology.

Your tasks

- You coordinate and organize international exhibitions in collaboration with various partners.
- You work closely with the responsables of other departments in relation to regional exhibitions and/or events.
- You assist the marketing director in planning and organizing sales and marketing meetings.
- You are responsible for the travel planning of the marketing team.
- You plan and support the internal and external courses organized by marketing.
- You support within the team the Web Coordinator and Promotion Coordinator.
- You are the main contact person for all questions about our events and exhibitions and the interface with different partners (sales, distributors, agencies).

Your profile

- You dispose a degree and/or experience in the area of communication.
- You have a solid experience in the organization of exhibitions and events.
- You are organized, flexible and have an analytical and structured way of working as well as a trained eye for detail.
- You are fluent in English, French and German.
- You have a strong service orientation, are able to work well independently as well as having a team-oriented way of working.
- You are willing to travel.

Our company is involved in the supply of high-quality products and services intended for diagnostic laboratories. Independence, innovation and commitment are the fundamental values that permeate our company culture, as well as a strong orientation towards our customers and a multicultural environment.

If you feel attracted to this unique opportunity and you would like to take on new challenges, we would like to get to know you. Please forward your complete application dossier (application letter, CV, copies of work certificates and diplomas/degrees, etc.) to the address given in the advertisement.

Bio-Rad Laboratories

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