

Designation:	A.M./Mgr – International Events	Level:	Middle
Department:	International Events	Location:	Mumabi
Reporting:	Director – International Events	Direct Reportees:	NIL

Required Profile:

Educational Qualification	MBA or Post Graduate in International Marketing /Marketing
Experience	6-8 years' experience at a senior position in the Exhibitions Industry.
Preferred Industry	Hospitality (Prferably from Event ,Exhibition or from Event Industry)
Salary Budget	Best in Industry

Key Accountabilities

- Liaise & Coordinate with International Coordinators/ various Consulates/ Embassies/ High Commission/ Trade Offices for the registration of International buyer.
- Explore and Develop new themes and expand the portfolio of Buyer Seller Meets and International events for all G & J products all over the world.
- Prepare Budgets, allocate funds and control Project costs
- Identify & coordinate with potential strategic alliance partners
- Identify & meet with prospective members for various projects
- Position is accountable for planning, organizing, coordinating, monitoring and execution of all Buyer Seller Meets (BSM's) and events of the council for all Gems & Jewellery products. Planning and implementing revenue generation systems and determining pricing strategies for various International Trade shows & Buyer Seller Meets
- Explore and Develop new themes and expand the portfolio of Buyer Seller Meets and International events for all G & J products all over the world
- Prepare Country Specific Reports for MIS and strategize effective trade relationships

Skills and Knowledge	Required Competencies:
<ul style="list-style-type: none"> • Excellent Organizational Skills • Effective Problem-solving • Integrity • Must be able to make timely decisions • Good Communication , Oral & Written • Cost Saving approach 	<ul style="list-style-type: none"> • Preparation and Attention to Detail. ... • Product Knowledge. • Customer Service. • Critical Thinking. • Creativity. ...