



If you are an **passionate tech-savvy person with an acute sense of organization**

who wants to leave a footprint working at an amazing event company then keep reading!

Junior Digital Events Project Manager (100%)



● We are

Imavox & planitswiss are global exclusive event designer and producers. Headquartered in Switzerland with regional offices in Singapore, Paris, Kigali and Shanghai, we operate all around Europe, Asia and Africa. Your future colleagues are designers, project managers, gigs, finance brains and other highly professionals.

● You are

Self-driven, highly motivated, curious and interested in digital solutions and AV equipment, appreciating ethical behavior and environmental respect. You want to make a difference in a human-sized company.

● You will

- Support and manage hybrid and virtual events from A to Z
- Set up and configure our platform (AIO) for events, eAcademies, and learning solutions
- Create and analyze reports that help us and clients develop better events
- Manage operations and liaise with clients onsite
- Help our development team to create and test new features for our AIO app and platform
- Create and manage new offers for our clients
- Manage content (collection and upload) in AIO virtual platform backend
- Learn the AIO backend in and out to be able to create awesome hybrid/virtual events
- Develop relationships with great clients

● Perks

- Regional and International travels & event exposure
- Dynamic and stimulating company where everyone has a say
- Career paths and growth opportunities
- Multicultural and inclusive work environment
- Cross training & attractive career opportunities
- Bonuses based on the company results
- Paid personal project every 3 years
- Free coffee, tea and snacks
- Health insurance benefits

This opportunity has triggered your interest? Send us your CV with references and your annual base salary expectations by email to hr@imavox.global (please indicate the job position you are applying for in the subject of the email).