



# Marketing Coordinator for Media & Entertainment Practice

📍 Харків,

Рубрики: [IT, WEB](#)  
[Фахівці](#)

## Побажання до співробітника

Освіта:	середня
Досвід роботи:	не вимагається
Графік роботи:	повний робочий день

## Опис вакансії

### Requirements Mandatory:

Advanced (or higher) level of spoken and written English  
Experienced MS Office user  
Skills of business correspondence on Russian and English  
Experience managing social media (Facebook, Twitter, LinkedIn)  
Time-management skills  
Experience coordinating processes, creating and maintaining corporate communications.

### Requirements Additional:

Experience working with CRM systems.  
Understanding the specifics of the product IT companies.

### Project Description:

DataArt has been engaged in developing software and IT consulting for over 19 years. We implemented dozens of projects in the Media & Entertainment industry, such as solutions for record labels, platforms for organizing tours for artist, administering of licenses, analytical tools, and many more.

We are searching for a marketing coordinator in order to maximize the efficiency of our work. The specialist who's willing to take on the position will be participating in creating solutions for management tasks (coordinating business trips, maintaining contact between the company's departments etc.), administering the CRM system, and working with various social media (Facebook, Twitter, LinkedIn).

The specialist will also engage in preparing marketing materials, articles and presentations (also in English), planning and conducting marketing campaigns, and searching for various events our specialists can participate in and helping to prepare for them.

At the heart of DataArt's corporate culture is unity in diversity. We have 15 offices around the world, and the potential employee must be prepared to communicate with colleagues remotely via Skype and Email. We're searching for a positive, energetic and disciplined specialist who can quickly learn the internal systems of the company and become a full participant of DataArt's team.

### DataArt offers:

Competitive salary. Project bonuses. Flextime. Foreign business trips. Paid overtime, vacation and sick leaves. Voluntary medical

insurance. Corporate doctor services. Foreign Language learning. Internal Training Program. Corporate events and meetings. No dress-code. Chill-out zone. Gym access. Office in a comfortable business-center.

### **Контактна інформація**

Телефон: +38 (057) 727-08-27

Контактна особа: ТамараЗмиєвська

Адреса: Харків, Ул. Богдана Хмельницького, Бізнес-центр Протон, 10 этаж, Харків, Україна