

>atlanta Travel & Corporate Events Consultants, is looking for a Project Manager for its Events department in their offices in Barcelona

Educational background and experience:

- Graduated in Business, Marketing or Tourism
- 3 years of experience at similar position within the Events and Corporate Travel Industry
- Relationship with the relevant meeting industry
- High level of Microsoft package (Word, Access, Excel, Power Point).
- High level of CRS Amadeus is a must

Personal profile:

- Customer oriented is a must
- High degree of initiative and flexibility; independent and systematic approach
- Entrepreneurial skills and self-confidence
- Open-minded to new ideas
- Expertise in contracting and sales
- Result-based, effective communication and negotiation skills
- Hands-on both global and local markets
- Ability to build the relationship necessary to deliver positive revenue results
- Ability to work towards objectives and plan an agenda.
- Strong sales skills and analytical thinking
- Resilience to stress
- Residency in Spain and current work permit (if not E.U. citizen)
- Availability to travel

Languages:

- Fluent in English and Spanish. An oral and written level test will be required.

Reporting to department manager, the candidate will be responsible for:

- Technical operational planning
- Development and Operation of the projects and budgets
- Travel documents
- Customer Service both face-to face and "virtual"

We offer:

- Great opportunity to join a leading company in the meetings industry.
- Labour Contract and salary according to the experience and attributes of the candidate.
- Attractive salary + bonus system and INSS affiliation (National Health Service)
- Career plan and training

We value:

- Experience in the organization of congresses and events
- Professional contacts and networking in the market
- Knowledge of products, services and destinations.