



## **INTERNAL AND EXTERNAL ADVERTISEMENT**

*Gauteng Enterprise Propeller (GEP) is a Provincial Government agency established under the auspices of the Department of Economic Development, to provide non-financial support; financial support; and co-ordinate stakeholders for the benefit of SMMEs in Gauteng*

**THE GEP INVITES INTERESTED AND SUITABLY QUALIFIED CANDIDATES TO APPLY FOR THE FOLLOWING POSITION:**

### **Promotions and Marketing Officer**

#### **Purpose of position**

The Marketing Officer oversees the company's marketing and communications campaigns both internally and externally and plays a key part in communicating the organisations marketing message.

#### **Key Responsibilities**

- Preparing, planning and project managing the publication of all publicity material to maximise brand promotion.
- Plan, develop and deliver campaigns as agreed within timescales.
- Creating and developing new innovative ways to communicate the company message to their existing customers and stakeholders.
- Contributing to the annual marketing and communications plans.
- Planning and project managing marketing events and evaluating their success.
- Evaluating the effectiveness of all marketing activity.
- Developing and implementing an internal marketing programme.
- Supporting the marketing and communications manager in day to day activities.

#### **Minimum Requirements**

Diploma in Marketing / Brand Management (NQF 6) with two-year experience.

#### **Competencies (Knowledge, Skills and Attitudes)**

Administrative  
Compliance  
Confidentiality  
Professionalism  
Integrity

**Please forward detailed, updated CV accompanied by a cover letter relating how your experience matches the position.**

GEP advocates for equal opportunities. Previously disadvantaged individuals and people with disabilities are encouraged to apply. Kindly note that full background checks will be done on successful candidates. Suitable applicants must e-mail detailed, updated CVs to: **recruitment@gep.co.za**, with subject being the position applied for, by no later than 20 October 2017. Note that candidates who have not been contacted within 30 days of the closing date must consider their applications unsuccessful.