**Retail Marketing Executive**

**(Temporary Opportunity)**

2nd May 2019

Frontline’s talented people are what make us the successful business we are, at the forefront of driving innovation within a fast paced and dynamic industry. **The magazine supply chain is complex and Frontline ensures that the biggest brands in the magazine market reach retail shelves in the right quantity and at the right time. This involves managing relationships with Printers, Carriers, Wholesalers and Retailers on behalf our Publishing Partners; – Bauer Media, H Bauer, Haymarket and Immediate Media Co.**

An exciting opportunity has arisen within the Retail Marketing & Planning team for a Retail Marketing Executive, working predominantly on the Morrison’s, Marks & Spencer and Co-op accounts. This vacancy is offered as a temporary full time position, with the potential to extend. The role is located at Stuart House, Peterborough with occasional need for travel to partner or retail offices.

The role involves managing retail activity (both trade and shopper marketing) to include booking of space, checking of POS, reporting and the processing of invoices in a timely manner.

Excellent communication skills are essential as you will be required to liaise with Newstrade teams, Frontline and external companies. The ideal candidate will be numerical with excellent excel skills, attention to detail and thorough planning and organisational skills.

The ideal applicant will be able to demonstrate the following skills and qualities:

* Excellent organisational skills
* Good use of MS Office is essential (Excel, Word & PowerPoint)
* Cope well under pressure
* Attention to detail
* Work well in a team
* Ability to multi-task
* Good analytical skills
* Good communication skills
* Relationship management

If you feel you want to work in a dynamic and exciting environment please send your CV along with a covering letter **to** [**https://beta.smartrecruitonline.com/p/job/Administration-Assistant-11133**](https://beta.smartrecruitonline.com/p/job/Administration-Assistant-11133)

**The deadline for applications is 31st May 2019**