



Internship Hosted Buyer Team REF. NO. 625

About us

We are a division of a privately owned global travel, technology, events and media company. Operating on the markets of MICE, high-end Luxury (FIT) and Romance Travel. We organize exclusive global trade events bringing together Elite Buyers and Suppliers in a dynamic 1-2-1 meeting and networking environment at our Forums.

Tasks

Key Responsibilities

- Market Research
- Calling potential buyers from all over the World to invite to our Forums
- Contacting Forum attendees and validating details
- Providing administrative support to the Hosted Buyer department
- Assisting with the admin logistics before each Forum
- To maintain and update our database e.g. with new client details

Skills needed

- Strong administration and organization skills and good in time management
- Pro active personality
- Knowledge of International Luxury and Romance Travel Market would be helpful but not essential
- Excellent computer skills
- Friendly & approachable
- Strong/confident communication skills
- Ability to use social/networking platforms for research e.g. LinkedIn

Skills to be acquired

- An exciting, dynamic and young work environment in central London
- Work with international Luxury Travel Professionals and Romance Travel Specialists
- Career opportunities for the most exceptional individuals

PRAKTIKUM IN LONDON



Period

2 months minimum

Office languages

English (additional European language would be desirable)

Location

London

Financial support

£250 travel and lunch expenses per month

Office hours

Monday to Friday, 09:30am – 05:30pm

We are quite informal so you will not need to wear a suit, smart casual clothes are acceptable

Contact

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