**Description**

Are you enthusiastic about events and happenings? Do you take pride in your organizational skills? Do you love communication and branding? Then join PeopleCert, a pioneer in combining certification with technology, as an **Events Trainee**and work with our young, dynamic and super-talented team to spread the PeopleCert brand name across the world. You will be trained to ensure the delivery for quality event services, assisting the company's Marketing operations.

Organizational, communication skills and constant desire for self-development are a plus for this position.

**You will be trained to:**

* Assist in all conferences and events and keep the annual calendar up-to-date
* Communicate and propose concepts to ensure the best possible representation of PeopleCert to its global audience
* Conduct research to identify and segment events per product(s) and target audience
* Measure events management results through various trade show and event metrics
* Utilise resources effectively and manage activities with all involved parties to organize successful events
* Continuously evolve and enhance the PeopleCert Brand experience at conferences and events

**Requirements:**

* Up to 6 months internship course, in participation with your educational organization
* Studies related to Event Management/Marketing are preferred
* You have a desire to learn and develop a career in event marketing
* Excellent use of the English language (C2 level)
* Very good use of MS Office applications
* Exceptional communication, interpersonal and organizational skills

If you are looking for an international, fresh and fast-growing environment to start your career we would like to hear from you!

**About PeopleCert**

PeopleCert is a global leader in assessment and certification of professional skills, partnering with multi-national organizations and government bodies for the development & delivery of standardized exams. Delivering exams across 200 countries and in 25 languages over its state-of-the-art assessment technology, PeopleCert enables professionals to boost their careers and release their life ambitions.

**Quality, Innovation, Passion, Integrity** are the core values which guide everything we do.

Our offices in UK, Greece, Cyprus and Turkey boast a culture of diversity, where everyone is different, yet everyone fits in. Our commitment is to develop and maintain a workforce that reflects the very diversity of our customers and the communities in which we do business.

For more information, please visit the corporate website www.PeopleCert.org

PeopleCert regrets that due to the large volume of applications received, we will only consider those who solely correspond to job requirements as listed above.

All applications will be treated with strict confidentiality.