



POSITION POSTING – Event Management Executive

Location: London, UK.

This is a unique opportunity for a graduate with an entrepreneurial drive and interest in events to join a fast-growing Fintech firm.

Applicants should be available immediately or ASAP. Please submit your cover letter and CV to hr@neudata.co

COMPANY

Headquartered in London, with offices in NYC and Shanghai, FinTech firm Neudata is the only objective and neutral data scouting service that is dedicated to finding alpha-generating data for investment professionals. In just four years, Neudata has grown to be the number one provider of data scouting services to investors globally, and is now gearing up to continue its rapid growth by launching new products, and entering new market segments and verticals.

JOB DESCRIPTION

This is an excellent opportunity for a commercially minded person to join a fast growing FinTech firm with a global client base. Reporting to Neudata's Global Events Director, you will help us to develop, nurture and expand our events programme (both online and physical when possible). Your role will focus on working with key stakeholders, generating event leads and strengthening our brand. You will have global responsibilities for event operations.

ROLE RESPONSIBILITIES

- Contribute to Neudata's marketing and events strategy, working closely with the Global Events Director
- Planning and managing several large (600+ attendees) events per annum, online and around the world (when possible), and a programme of smaller seminars, webinars and client events
- Take operational and administrative responsibility for all events, including dealing with attendees, sponsors, suppliers and partners.

KEY QUALITIES

- 1-year event management experience
 - Strong organisational skills
 - Degree level education
 - Experience working with any modern CRM system
 - Experience working with an Email Service Provider
 - Strong MS Office skills
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- An interest in the world of Investment Management and Business

COMPENSATION

- Competitive base salary and bonus
- Paid study leave and volunteering days
- Flexible WFH and office based work

Applicants must be already eligible to work in the UK, and should be available ASAP

Please submit your cover letter and CV with salary expectations to HR@neudata.co
