

Position Category: Marketing Executive, Sales & Marketing

Position Title: Marketing Coordinator

Location: Coquitlam

Type: Full-Time

Wage: \$18-20/hr + Bonuses & Commissions

Backroad Mapbooks/Mussio Ventures has a great opportunity for someone eager about marketing and Sales. We are seeking an exceptional team player who is passionate about maps, adventure activities, and looking for a great place to work and grow with the company. Website: www.backroadmapbooks.com

This is the perfect opportunity for a recent university or college graduate with 1-3 years of Marketing and Sales experience looking to grow their career.

We have an exciting and challenging opportunity for a motivated individual to join our growing organization as a Marketing Coordinator. Working out of our Coquitlam, BC location, this position will be responsible for providing marketing and sale support, assisting with developing new accounts, growing existing accounts, product development and marketing initiatives and customer service. Excellent time management, organizational skills, leadership and business sense are key components of this position.

Specific Duties include:

- Marketing the company's 5 main product lines
- Press Releases
- Newsletters & Social Media relations
- Managing advertising and promotion opportunities
- Manage and cultivate donation opportunities
- Generating new Sales/Clients for our GPS product line
- Maintaining and growing existing Clients
- Developing new accounts
- Creating & managing special events
- Attending Tradeshow

Prerequisites:

- 1 - 3 years previous experience in marketing, business to business sales, customer service and previous industry experience is preferred
- Graduate of a Business Administration, Marketing, Commerce or related academic program
- Excellent interpersonal, organization and communication skills
- Must be a self-starter with a high level of initiative, assertiveness, sense of urgency and accountability
- Innovative problem solving and decision making abilities
- Strong planning & organizational skills
- Strong knowledge of MS Word, Excel, Outlook & PowerPoint with design experience a bonus
- Familiarity with GPS devices (especially Garmin)
- Ability to travel provincially and nationally (20-25%)

We are looking for a full-time member to join our team. If this sounds like you, please submit your application including a cover letter to:

Attention: Human Resources

Email: hr@backroadmapbooks.com

In Person: Unit 106-1500 Hartley Ave
Coquitlam, BC