

# MARKETING STUDENT ASSISTANT REQUIRED

Part-time, temporary

TuksSport is seeking a Marketing Student Assistant who is well organised, vibrant and creative with attention to detail to work with our Marketing Manager.

## Key Responsibilities:

1. Perform marketing related administration and office duties
2. Assist with content development for TuksSport website ([www.up.ac.za/tukssport](http://www.up.ac.za/tukssport)) and social media platforms (research and engagement)
3. Assist with media monitoring
4. Assist with club specific marketing campaigns
5. Assist with Projects/Events/Campaigns
6. Manage the Brag Wall and other notice boards
7. Assist with any other TuksSport marketing duties as and when required.

This is a part-time (25 hours per week), 6 months' position based at the Sports Centre, Sports Campus (Hatfield). The applicant may at times be required to work after hours.

## Qualifications and Characteristics

- Studying towards a postgraduate marketing qualification;
- Excellent communication, written, verbal and interpersonal skills;
- Creativity and ability to work on his/her own initiative;
- Good research skills;
- Excellent problem-solving skills, coupled with being a self-starter;
- Ability to work as part of a team;
- Proficiency using Microsoft Office software, internet and social networks.

Remuneration: R65 per hour

Closing date: 23 February 2015

## Process:

Please send your CV together with a covering letter motivating your suitability for the position to:  
[Lydia.monyepao@up.ac.za](mailto:Lydia.monyepao@up.ac.za)

Please note that only shortlisted candidates will be contacted for an interview. Should you not hear back from us please take your application as being unsuccessful. We thank all applicants.



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**TuksSport**