

JOB POSTING REQUEST FORM

Job Details

Reference #	CP-60-2022
Company Name	Le Lilas Flower Lounge
Industry	Event Management
Vacancy	Event/ wedding coordinator
Job Type (<i>FT, PT, Contractual, Seasonal</i>)	Full Time JOB
Major(s)	Event/ Marketing / Social media
Degree	
Years of Experience	2-3 years
Location	Beirut
Remuneration & Benefits	5.000.000 L.L – 10.000.000 L.L
Currency (LBP, Dollar, Lollar)	LBP
Tasks & Responsibilities	<p>Le Lilas Flower Lounge is looking for a female event coordinator who is passionate about wedding, events and customer relations. she should be ambitious, motivated, hard-working, enthusiastic, and able to develop a working relationship with our clients as well as build relationships with new clients.</p> <p>Main responsibilities</p> <ul style="list-style-type: none"> Handle the day to day shop activity Conduct client meetings Handle the e-commerce platforms Develop new business opportunities Report activities to management On-ground support for all events