



# MGI LUXURY GROUP Sàrl

TITLE: **MARKETING TRAINEE, 100%**  
DEPARTMENT: Global Travel Retail, Fashion Brands & Swiss Brands  
REPORTS TO: Marketing Manager Global Travel Retail

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## JOB PURPOSE

**This position will come in support of our Travel Retail business for fashion brands (BOSS, Tommy Hilfiger, Calvin Klein, Lacoste, COACH and Olivia Burton) and for our Swiss brands (Movado, EBEL).**

**You will support the Global Travel Retail activities in several distribution channels (airport locations, cruise ships, airlines).**

*Your main role will be to provide marketing and administrative support to our department by coordinating marketing activities, updating marketing tools, supporting on administrative tasks and providing support to our clients.*

## JOB RESPONSABILITIES / ROLES

- **Coordinate Travel Retail marketing activities** in collaboration with customers and the sales team
- **Collaborate with our different brands** while sharing and gathering information
- **Update sales and marketing assets** (retailer catalogues, airlines presentation, etc.)
- **Coordinate projects with external suppliers** (graphic designer, printer, etc.)
- **Coordinate in-store visual merchandising**
- **Manage inflight magazines with airlines partners** (provide advertising visuals and product information, approve layouts) while ensuring proper brands' image
- **Support on the organization of a Travel Retail event** (commercial fair)
- **Support the department on administrative tasks** (PO/invoices, update of internal folders and drive, etc.)

## REQUIREMENTS/QUALIFICATIONS

Education required:

- Bachelor or Master Degree in Economics and / or Business Administration

External Knowledge needed for the job:

- Proficient in English and French
- Proficient in MS Office, in particular Excel and PowerPoint (knowledge of SAP would be a plus)
- Knowledge of the Adobe Suite (InDesign and Photoshop) is a plus

General Competencies:

- General Business interest and understanding
- Rigorous, organized and ability to set priorities
- Autonomous
- Positive and can-do attitude
- Team player

To apply for this position, kindly send your CV to the following email address: <mailto:ruitment@mgiluxury.com> or apply directly through [LinkedIn](#)