Event Coordinator (Macomb)

Location **Michigan**
https://www.genclassifieds.com/x-566671-z

Seeking event coordinator, promoter.

Responsibilities:
Planning and organizing
Sight prosepecting venues and locations.
Work closely with catering service
Handle itinerary and scheduling
oversee staff positions/roles

Requirements:
Knowledgeable in numbers
Administrative background
Well spoken

Please submit a cover letter and resume.
Honestly, impress me. Be

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