

Looking for an event planning assistant (Boston)

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Location **Massachusetts**
<https://www.genclassifieds.com/x-752790-z>

QR Code Link to This Post Looking for an event planning assistant! No experience required just willing to learn how to plan and execute events ie..weddings, barmitzvahs,private parties,corporate events. You will be mentored by a professional event planner with over 20 years experience planning very high end premier events. You will immediately begin to work on upcoming projects and if you are brand new to the event or party planning world will find this to be a rewarding educational experience.

The following attributes are required in order to gain consideration.

- ** Has polished professional appearance
- ** Has a positive attitude
- ** Enjoys Engaging people
- ** Is articulate and can carry a good conversation
- ** Is highly detail oriented in nature--Love the details?
- ** Is highly organized
- ** Is responsible
- ** Has a car! It is highly recommended because you will need to make client visits
- ** Is trainable
- ** Is coachable
- ** Loves the wedding industry?
- ** Love the social life
- ** Loves to network
- ** Not afraid to bartend,serve,coordinate and possibly event manage with the proper training and guidance

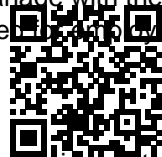
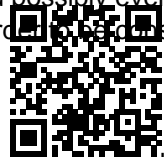
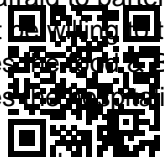
Must be willing to train in the above in order to be considered for this position.

Loves the wedding industry?

Loves the social life

Loves to network

Please send resume and cover letter stating why you should be considered to be my event planning assistant. You will also work alongside my event planning coordinator but you would be in charge for the position as well depending on your.



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