

RETAIL MARKETING EXECUTIVES

We are currently recruiting for two Retail Marketing Executives to come and join our friendly, busy team at the Frontline Group. These fantastic opportunities are offered as permanent, full-time positions.

The role of our Retail Marketing Executive is a core support for both our National Accounts and Newstrade Marketing Teams, and as a result offers the opportunity to gain experience in both areas. It offers exposure to retail accounts as well as all the titles within our portfolio.

Excellent attention to detail and the ability to manage deadlines are a key requisite, as is the ability to work well with others. The purpose of this role is to manage retail activity (both trade and shopper marketing) to include booking of space, checking of POS, and to process the invoices in a timely manner.

Key responsibilities of our Retail Marketing Executive will include:

- Management of the retail promotional plan (both newstrade and shopper marketing) ensuring that the annual plan is correctly input into MARS and that any changes are managed
- Ensuring all booking forms for all promotional activity are completed accurately and sent to the account(s) within the specified account deadlines. Organising and order POS/merchandising for all shopper marketing activity in relevant retailer as per agreed deadline.
- Ensuring the retail invoices are signed off correctly in MARS and NAV in-line with the retailer's payment terms

Our Retail Marketing Executive roles would suit candidates with experience, or an enthusiasm for developing your skills in marketing and as a Marketing Executive.

Essential Criteria:

Our successful candidates will be able to demonstrate the following skills:

- Numeracy and attention to detail skills are essential
- Timekeeping and organisation: ability to meet all deadlines and prioritise workload
- Flexibility and perseverance: able to adapt approach depending on the situation
- Interpersonal sensitivity: work well within a team, be aware of impact on others, and share best practice

Benefits

At the Frontline Group we offer great training, and a range of salary sacrifice flexible benefits which you can select based on your lifestyle; benefit options include private medical insurance, holiday purchase and a tech scheme to name a few.

On top of that we also offer:

- 25 days holiday plus bank holidays (pro rata)
- Coaching and mentoring available to all
- Informal hybrid working
- 2 paid days to volunteer for a registered charity
- Confidential Employee Assistance Programme

About us

The Frontline Group is made up of Frontline, Seymour, Gold Key Media and Routes to Retail. We're the UK's leading retail sales, marketing and distribution company working predominantly in the exciting and diverse areas of publishing and home entertainment.

Our key clients include publishers of iconic magazine brands such as Radio Times, Good Housekeeping, TV Choice, Heat, Top Gear, Grazia, Vogue, Slimming World, Cosmopolitan, Empire, National Geographic and 100's more. We also work with major film studios managing their DVD presence within the grocery retail channel and are growing our reach in categories such as books and music with further category expansions on the horizon.

As a Distributor we work closely with UK and International retailers, wholesale, International Distributors and other parts of the supply chain to ensure our client's sales, retail marketing and distribution objectives are met. Through our brand targeting and audience engagement agency Gold Key Media we develop sampling and marketing solutions, and we manage brand placement activities in the events, travel and hospitality sectors across the world.

The Frontline Group is owned by two of the world's leading publishing companies, Bauer Media and Immediate Media Company (Hubert Burda Media). This will provide opportunities to grow your career across a number of different businesses and functions including brand marketing, sales, analytics, insight, finance, IT services, supply chain and publishing. We strongly believe in developing our own people and have a great track record of supporting and coaching our colleagues, who have then gone on to grow their career within our business.

Our teams are made up of the most talented and widely respected people in our industry and are seen as the experts in their fields. At the Frontline Group we celebrate our differences and ensure everyone feels welcome, trusted and valued for being their authentic selves.

Bring 'You' to the interview

Diversity and inclusion are at the heart of everything we do. We want to make sure that our selection processes are transparent and fair, providing a level playing field for anyone who wants to come and work with us. Therefore, if you require any adjustments to an interview process, please feel free to get in touch with jacky.de-boo@flgroup.co.uk who will be happy to discuss your needs in complete confidence .

All our roles offer an informal hybrid working option, combining in-office and remote/home working. Want to see what our People say about working for us? Head on over to our website <https://frontlinedistribution.co.uk/work-with-us/> to find out more.

If you feel you want to work in a dynamic and exciting environment please upload your CV along with a covering letter [HERE](#)



The deadline for applications is 8th December 2023



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