



WE ARE HIRING

Durban



MARKETING ASSISTANT

Just graduated? Hanging around waiting for life to happen?

Get off the couch and your foot in the door and join us!

We are looking for a fun, young, and easy-going person to join our marketing team!

Bidvest Insurance is a short-term insurer within the financial services division of the larger Bidvest Group and operates alongside other great companies such as Bidvest Bank, Bidvest Life, FMI, Compendium Insurance Brokers and others.

Bidvest Insurance is one of South Africa's fastest growing insurance companies and was founded in 1997. With the support of the larger Bidvest Group we have successfully expanded and evolved through our dedicated commitment to our values, customers, partners and staff. Interested individuals looking to join Bidvest Insurance can expect to join a young and energetic team that challenge convention and who are intent on building long term relationships with all stakeholders.

As one of South Africa's largest diversified industrial companies, your career aspirations with us are only limited by your own imagination.

Position Overview

The successful appointee will be assisting the marketing team predominantly with graphic design, but also be involved in all areas of marketing, being a small team, everyone helps out in all activities. We love ideas, we love team work, we love high fives. Send your CV or portfolio of work in any format to illustrate your creativity.

What You'll Need



Positive Attitude

We believe in creating a positive work environment that is enjoyable to be apart of and we look to the individuals of the company to make a **positive contribution** to our culture



Attention to Detail

We like to keep our eyes on the prize at Bidvest Insurance! And that requires a strong need for attention to detail as it's the small things that can make a **BIG difference!**



Think on your feet

Hand in hand with innovation, you need to be able to think on your feet. We work in a fast paced environment which often requires us to **adapt and think fast!**



Creativity

You don't need to be Picasso, but we love creative people that bring **fresh thinking and ideas** to the table! So get involved and together we can make things happen!

Our Values

At Bidvest Insurance, we're all part of a BEVOLUTION where we live our values each and every day for the benefit of our colleagues, customers, partners, stakeholders and our environment.

[BE] CREATIVE

Our curiosity drives us to constantly improve our business

[BE] WOW

Anyone can do ordinary, we do extraordinary

[BE] KIND

Treat everyone with respect, in & outside our company

[BE] HONEST

We always do the right thing, even when no one is looking

[BE] EXCITED

We're enthusiastic in everything we do - our energy is infectious

[BE] CONNECTED

We're committed to understanding our customers, partners and colleagues

Summary Job Description

- ▶ Design of all content, internal and external
- ▶ Social media management (content and communication)
- ▶ Emailers
- ▶ New ideas (and cool ones)
- ▶ Updating on current content
- ▶ Get involved in all areas of marketing

Qualifications and Experience

- ▶ Graphic design degree or diploma – need to show us your work
- ▶ Need to know your way around Social Media
- ▶ Need to be proficient in all Microsoft applications (photoshop, adobe illustrator etc)
- ▶ Must have a drivers license

Knowledge, skills and Abilities

- ▶ Excellent communication skills (Verbal and Written)
- ▶ Ability to work under pressure
- ▶ Problem Resolution Skills
- ▶ Planning and Organising
- ▶ Time Management
- ▶ Attention to detail
- ▶ Self-motivated with an ability to work unsupervised
- ▶ Ability to build and develop relationships and interact at all levels

Submissions:

Preference will be given to PDI candidates in line with our EE strategy.

Interested candidates to please submit their CV to: jobs@bidvestinsurance.co.za

Bidvest Insurance is an authorised Financial Services Provider FSP46395

