

Till Dawn Group

2901 Macarthur Blvd Suite 202

Santa Ana, California, 92704

www.tilldawngroup.com

COMPANY DESCRIPTION

Till Dawn Group is a leader in the events and nightlife industry. We specialize in event planning, promotions, and group travel. We provide services for many different groups, organizations, and individuals with various budgets and requests.

DUTIES & RESPONSIBILITIES

- Research
- Data Entry
- Event Coordination
- Event Planning
- Customer Service
- Marketing and Advertising campaigns
- Event Promotion
- Blogging and Social Media

QUALIFICATIONS & REQUIREMENTS

- Must be enrolled in an undergraduate or graduate degree program from an accredited school or university.
- Must be 18 years old.
- Creative and Forward Thinker.
- Excellent Customer Service.
- Eager to Learn
- Reliable Transportation
- Proficiency in Microsoft office and social media platforms

TIME COMMITMENT

These are the requested periods of time by the employer

- 1-term (50-100 hours/10 weeks)

HOW TO APPLY & DEADLINE

Visit our website at www.tilldawngroup.com to apply or you can email your resume directly to HR@tilldawngroup.com. Applications are available year round.

CONTACT INFORMATION

For More information please contact Daniel Perez at hr@tilldawngroup.com or 714-856-0285. You can also visit their website at www.tilldawngroup.com.