



PR/087368 | Team Leader Messe / Event Organiser (m / f / d)

Job Information

Recruiter

JAC Recruitment Germany

Job ID

1578022

Industry

Digital Marketing

Job Type

Permanent Full-time

Location

Germany

Salary

Negotiable, based on experience

Refreshed

April 27th, 2026 02:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Company and Job Overview

A worldwide leading manufacturer and distributor of crucial parts in e.g. automotive, industrial, aero, medical industries is looking for a Team Leader of Messe/Event Group (m/f/d) in Ratingen.

Job Responsibilities

- You will organize and accompany trade fairs throughout Europe (primarily in Germany) and plan and design trade fair stands in collaboration with the relevant specialist departments and trade fair construction service providers.
- You will be responsible for preparing and setting up the trade fair displays—both in our workshop and on site at the trade fair—and will lend a hand yourself.
- You will actively participate in other marketing and PR tasks within the team.

- You will organize, accompany, and moderate a multi-day event in other European countries for our premium customers.
- In addition, you will take on the technical management of the PR group/trade fair team: you will coordinate the distribution of tasks, keep an eye on deadlines and budgets, and be the first point of contact for your team.
- You will be responsible for lead management at our trade fairs.
- You will prepare monthly reports for the management.
- You will occasionally plan and moderate webinars.
- You will assist with catalog production.
- Knowledge of the software applications used will be provided during training.

Job Requirements

- Completed training with relevant professional experience, bachelor's degree, or comparable qualification
- Several years of practical experience in trade fair construction, event organization, or comparable areas—ideally with initial management experience
- Confident use of MS Office; experience with Adobe Creative Cloud is a plus
- Very good written and spoken German and English skills
- A careful, reliable personality with strong organizational skills, independence, resilience, and a pronounced hands-on mentality – you lead your team by setting a good example
- Willingness to travel to other European countries and work weekends (e.g., trade fair setup)
- Class B driver's license

BENEFITS

- Permanent position in an internationally growing company
- Diverse opportunities for deployment and development
- Structured training by experienced colleagues
- Collegial working environment
- 13th month's salary, vacation pay
- 30 days of vacation per year
- Travel allowance

Apply online for more information about this opportunity. Due to the high volume of applicants, we regret to inform that only shortlisted candidates will be notified. Thank you for your understanding.

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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Company Description