



JOB POSTING

Sales & Marketing Coordinator

We are looking for a Sales & Marketing Coordinator to join our team in our Commercials department. Custom Helicopters Ltd. provides helicopter support to clients for various applications, while providing high-quality services with a commitment to safety, quality, and value.

Reporting to the Director of Commercial, the Sales & Marketing Coordinator is responsible for assisting with the day-to-day sales and marketing activities within the Commercial department. The Sales & Marketing Coordinator will work closely with the Commercial team to help develop and implement initiatives to drive growth and increase the Custom brand. Furthermore, the Sales & Marketing Coordinator will act as the liaison between Commercial and the in-house Operations Center, with a focus on ensuring efficient collaboration across teams.

Qualifications:

- Diploma or Degree in business administration, or another related field with a specialization in sales or marketing (a combination of education and/or experience may be considered).
- Excellent communication and interpersonal skills.
- Ability to work in a dynamic work environment.
- Proficient computer abilities; including Microsoft Office (Word, PowerPoint, Excel, and Outlook), CRM, social media platforms, amongst others.
- High level of accountability with sound analytical thinking, organizational, and prioritization skills.
- Ability to travel, both domestic and international.
- Valid driver's License and a valid Passport.

The successful candidate must provide a satisfactory Criminal Record Check, verification of full vaccination against COVID-19 may be required and have a valid Manitoba Driver's License.

Custom Helicopters Ltd. promotes a highly skilled workforce built on mutual respect, supporting personal and professional growth. We offer a competitive salary, along with a comprehensive employee benefit and Pension Plan, and Employee Share Purchase Plan.

Submit your cover letter and resume to Human Resources at hr@customheli.com. Quote Job Reference: **11-23, Sales & Marketing Coordinator**.
