



CONGREX
SWITZERLAND
ASSOCIATION
& CONGRESS
EXPERTS



DIGITAL MARKETING COORDINATOR (60%)

Have you always dreamed of the exciting world of event management combined with marketing? If so, you've come to the right place.

We are proud to be one of the world's leading organisers of medical congresses in Europe. Our clients include medical associations, with annual congresses of up to 30'000 participants. If you are looking for a dynamic and challenging work environment where you can fulfil yourself, do not hesitate to apply now.

Main Tasks

We are looking for an enthusiastic and creative individual to join our vibrant marketing team. In the role of Digital Marketing Coordinator, you will oversee our social media accounts, blogs, search engine optimisation activities while supporting the management of our website and newsletters.

Your Profile

- A degree in marketing, communications, or a similar field
- 2 years of professional experience in a digital marketing role
- Experience in strategic planning of digital campaigns across online platforms
- Experience with content writing, newsletter promotion and social media campaigns
- Experience in writing blogs and familiarity with SEA (Google Ads) and GEA
- Ability to analyse the company website performance via Google Analytics and implement improvements
- Familiarity with graphic design tools and basic design principles
- Working knowledge of tools such as Canva, Mailchimp, Wordpress and Hootsuite
- Basic knowledge of brand management and communications
- Experience in creation of videos, reels, and podcasts is a plus
- Business-fluent German and English

Your Benefits

- A meaningful mission – join a company that connects and empowers the global medical community
- A people-centered culture – we foster trust, teamwork, and mutual support
- A flexible hybrid work model that supports your professional and personal life
- 25 days annual leave plus 2 additional company days, team events, fully covered accident and sickness insurance, on-site massage offers & more
- A strong commitment to your professional growth through targeted training and development opportunities

If you are passionate about the business events industry and thrive in an international working environment, we would like to meet you. We look forward to receiving your application including CV, motivational video or letter with your salary expectations and reference letters by email to HR, Ruxandra Dähler, Job2026-003@congrex.com.

Congrex Switzerland is a leading association management expert, professional conference organiser and official housing agency.

Our Purpose

Advances in science happen quicker when those communities are able to connect and to share so that they can develop ideas together.

Congrex makes it easy by creating powerful connections every day and bringing people together.

Our Values

Customer Service
Care
Progress Spirit
Team Spirit
Reliability

Social Media



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