

Internship Field: Hospitality, Events & Tourism
Job ID: DU012



Hospitality, Events &
Tourism

Internship Dynamics

Location: Dublin, Ireland

Length: 1 position between June to August for 6 weeks

Overview on the Organisation

We provide B2B event properties across a number of industry sectors.

More than 10000 business owners and C-suite executives and senior personnel attend events annually. We provide rich networking opportunities for our clients in a cost-effective, highly targeted platform for sponsors to communicate with hard-to-reach and extremely high-value audiences.

Brief Duties for reference:

Title: Events administrators

The intern will assist the events team with the administrative end of the production for each event.

Responsibilities will include:

- Assist event managers with their pre-event items
- Help with organizing events and current projects
- Attend and assist on events
- Making and receiving calls
- General office duties
- Handling data logging

Application Deadline

24th January 2025 (Friday)