

Opportunities at Wood

Senior Marketing Coordinator

Job Location: **Lakeland, FL**
Job Reference Number: **33743**

Wood is a global leader in the delivery of project, engineering and technical services to energy and industrial markets. We operate in more than 60 countries, employing around 60,000 people, with revenues of over \$10 billion. We provide performance-driven solutions throughout the asset life cycle, from concept to decommissioning across a broad range of industrial markets, including the upstream, midstream and downstream oil & gas, power & process, environment and infrastructure, clean energy, mining, nuclear, and general industrial sectors. www.woodplc.com

We offer competitive salaries along with a complete benefits package including: medical, vision, & dental coverage, 401K Matching, Educational Reimbursement, and a variety of Training and Development Programs to help you develop the skills you need to succeed in your chosen career path.

Role Overview

Wood Environment & Infrastructure Solutions currently has a full-time career opportunity for an experienced, resourceful and dedicated individual to join our worldwide A/E/C firm as a **Senior Marketing Coordinator** in our Lakeland, Florida office. A self-directed individual, who enjoys working in a dynamic environment, and is able to work collaboratively with several departments on a variety of marketing materials will thrive in this environment.

Key Responsibilities

This individual will be responsible for graphic design, proposal development, copy writing/editing, and collateral creation

Skills / Qualifications

- Bachelor Degree required, preferred fields are marketing, journalism, communications or business
- Five or more years of professional work experience is required
- Two or more years of directly related experience in the A/E/C environment is preferred
- This position requires effective time-management, written communication, planning, organization, creativity, team building, collaboration and interpersonal skills
- The successful candidate will take initiative and be able to work independently, be able to work / coordinate efforts from multi-discipline teams and successfully facilitate development and delivery of multiple, simultaneous proposals with strict deadlines
- Excellent verbal and written communications skills are critical
- Must be flexible with work schedules and able to adjust to multiple and concurrent deadline
- Writing / editing of copy and graphic design experience are required
- Excellent organizational skills including strong written and verbal communication skills
- Excellent interpersonal skills including the ability to work as a member of various teams or to work independently as required
- Demonstrated ability to work on multiple projects and complete high quality work against strict and conflicting deadlines
- A positive, collegial attitude and a high level of professionalism are essential
- Excellent computer skills are essential particularly extensive knowledge of Microsoft Word, Excel and PowerPoint
- Experience in Adobe InDesign, Photoshop, and Illustrator required

TO APPLY:
Click [here](#) to apply on our website

We are an equal opportunity employer that recognizes the value of a diverse workforce. All qualified individuals will receive consideration for employment without regard to race, color, age, religion, gender, national origin, sexual orientation, gender identity, disability and/or protected veteran status in accordance with governing laws.

By submitting your resume, you consent to Wood plc sharing this information within its divisions in order to identify other employment opportunities for which you may be suitable.

