

**Producer**

**General Responsibilities:**

- Lead content development for events including activation and shows;
- Work in close collaboration with accounts within and division heads to develop a successful event and show;
- Production strategy and budgetary control during event cycle;
- Engage with external vendors in planning process from conception to development;
- Source for AV, performance and content production vendors;
- On ground show caller to lead event and show crews;
- Develop rundown, program schedule and planning for event (show specific production);
- Develop relationship with existing client and partners;

**Requirements & Qualifications:**

- 5 years+ hands-on experience as producer in events, auto-shows, test-drives;
- Strong organization & team management skills;
- Strong communication skills;
- Good command of English and Office software;
- Can work under pressure;
- Self-motivated, passionate for the work;
- Ability to work in a multi-cultural environment;

**Please apply with full resume / portfolio & expected salary under:**

t.zhou@uniplan.cn

doreen.dou@uniplan.cn

**Uniplan**

Human Resources

Schanzenstr. 39a/b, 51063 Cologne

[jobs@uniplan.com](mailto:jobs@uniplan.com)