

## Marketing Administration Assistant

Competitive Salary

40 hours per week

Operating in the UK and Europe since 1989, Meadowvale Foods is a fast moving, entrepreneurial business, known in the Independent Food Service and Retail Sector for the quality of our products, service and expertise.

With exciting growth plans, an opportunity has arisen for a Marketing Administration Assistant based at our Head Office on the Wrexham Industrial Estate.

From day one you will be working closely with our development chef, with the objective of taking over the running of our market leading product sampling service. You will also provide day to day support to the Marketing team, including data cleansing, copy checking, answering phone calls (internal and external) and providing general support to the team.

Do you have experience in the hospitality sector and looking for a change or a general interest in food service and marketing? We're looking for someone to join the team who's happy working in a fast-paced environment, has good Microsoft office skills in particular Word, Excel and PowerPoint, is a team player, keen to learn new skills. You'll need to be able to organise and prioritise workload to meet deadlines and have a full driving licence.

The benefits:

- A generous staff discount on our great tasting chicken products
- Modern office environment
- 21 days holiday, plus bank holidays

### Does this sound like you?

If you're looking for a varied role with the opportunity to learn and develop new skills, we'd like to hear from you.

For an informal discussion about the role or an application form please contact Katie Stocker, HR Manager on 07714901198 or send your CV and covering letter to

[meadowvalerecruitment@meadowvalefoods.co.uk](mailto:meadowvalerecruitment@meadowvalefoods.co.uk)



## YOUR PARTNERS IN POULTRY

Meadow Vale Foods Ltd, Units 18 & 19 Wilkinson Court,  
Clywedog Road South, Wrexham Industrial Estate, Wrexham LL13 9AE  
Tel: 0044 (0) 1978 66 100 Fax: 0044 (0) 1978 666 190

Email: [enquires@meadowvalefoods.co.uk](mailto:enquires@meadowvalefoods.co.uk) Web: [www.meadowvalefoods.co.uk](http://www.meadowvalefoods.co.uk)

Company Registration No: 2420250 Registered Office: The Mill, Morton, Oswestry, Shropshire SY10 8HB  
VAT No: 549 6316 15