

Overview:

Assist in organizing events that promote our brand and engage our community.

Position: Event Planning Assistant

Position Details:

- Duration: 4 months
 - Salary: \$19 per hour
 - Start Date: May 2025
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Main Responsibilities:

- Support event planning and coordination.
- Manage logistics and vendor communications.
- Assist in promoting events through various channels.

Qualifications:

- Strong organizational and multitasking skills.
 - Excellent communication and interpersonal abilities.
 - Experience in event planning is a plus.
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For questions or to apply, please reach out via:

- Email: dina@theplugco.ca
- Phone: (437) 673-2109
- Website: <https://theplugco.ca/>