



Brussels Expo searches for a **Ticketing Coordinator**

TICKET LIVE is the ticketing service of [BRUSSELS EXPO](#) . [PALAIS / PALEIS 12](#) . [LA-MADELEINE](#), Arena5 and other exhibitions or museum located in Belgium. Check on Instagram [TICKET LIVE](#).

Responsibilities

In the ticketing department, you are a key contact person available for customers organizing fairs, concerts, or exhibitions. You will ensure that events are correctly coded and tracked in the ticketing platform and respond to all customer's queries. You will also promote the events sold on Ticket Live via our websites and social media, mailings. Sales must start on time and run smoothly. You work with blocks, codes, and reports from various systems.

Qualifications

YOU have a bachelor's degree in Digital Marketing or equivalent experience in the event/ticketing industry

YOU are passionate, motivated, stress resistant and flexible

YOU are familiar with web communication tools and media in general

YOU are a good communicator in French, Dutch, and English

YOU can work independently and result-oriented and you contribute to building the future of our company.

We offer a pleasant working environment at the iconic Brussels Expo Site (Place de Belgique, 1 - 1020 Bruxelles) and an attractive salary based upon your experience. Flexible/remote working conditions may be considered.

Please send your CV and cover letter to Linda Verdonck per email l.verdonck@brussels-expo.be or via Brussels Expo website : <https://www.brussels-expo.com/job/>