



Looking for a career in digital advertising? Do you consider yourself a technology/internet-savvy? Are you a proficient user of English or French? We might have a position for you...

Sizmek fuels digital advertising campaigns for advertisers and media/creative agencies around the world with the most cutting-edge technology to engage audiences across any screen. Sizmek has proudly pioneered advertising industry in digital, including rich media, online video, programmatic and social channels.

We work with more than 3.400 advertising agencies, over 17.000 brands and advertisers, and 22.000 global web publishers, and serve some of the coolest ads in more than 70 countries.

We are the world's largest independent third-party ad server.

Sizmek is looking for a **Digital Advertisement Campaign Coordinators** for **German, French, USA** and many other markets to join our Ad Operations team in Belgrade. If you think of yourself as a tech-savvy person & a great English/French/ speaker - please see below:

Key responsibilities of the role include:

- Act as the main point of contact and account coordinator for a group of global clients and manage their online advertisement campaigns from initial booking to final reporting.
- Set up client's campaigns into the Sizmek MDX ad server platform (book placements, ensure ads pass QA, traffic advertisements to websites and troubleshoot any client issues).
- Communicate with clients and Sales/Production/Testing teams on campaign statuses as well as scope and timeline changes in order to set proper client expectations
- Attend and manage client meetings presenting campaign statuses, solving issues, and implementing new trainings where required.
- Keep up to date with all the Sizmek product releases.
- Collaborate with team members to gain further experience and knowledge in Digital Media and Sizmek Operations.

What will you need to succeed?

- Conversational and written fluency in **German** or **French** and **English** is a prerequisite
- Client facing experience desirable
- Excellent organizational skills
- An understanding of interactive media, the advertising industry and knowledge of emerging technologies
- Basic understanding of rich media/ HTML/Flash functions
- Ability to prioritize and meet deadlines with demonstrated initiative
- Project management skills: ability to manage multiple projects at once
- Strong technical aptitude
- Positive attitude and ability to build strong working relationships with others
- Graduate caliber