

Job role:

Marketing Operations Executive

About MPG

- MPG (trading name of Marketing Pro Limited) is a founder-led, specialist B2B marketing consultancy and full-service agency. We deliver marketing strategies, operations and campaigns for B2B media and events businesses, with a specialist focus on the marketing of conferences and exhibitions/trade shows.
- Our core strengths are in how we use martech, digital/AI tools, data and analytics to help our clients achieve their business goals. We run an ongoing training and development programme that gives every member of our team the opportunity to gain and maintain strong knowledge and skills in all things 'tech and data' related to B2B marketing.
- Team MPG serves a global client base, with a focus on the UK and the USA. Most of our clients operate internationally in terms of the markets they serve, so Team MPG delivers marketing services to grow our clients' audiences and customer base worldwide.
- Team MPG consists of very dedicated individuals working in a high-performance, fast-paced and dynamic environment. Our culture centres on teamwork, ownership and transparency in how we work with our colleagues, clients and partners. We also enjoy regular team social events, well-being initiatives and ongoing charity fundraising activities together.
- We have a hybrid working model, with approximately 60% of work done remotely/from home and 40% of work done in-person with colleagues and clients in central London.
- We believe it is important to be a responsible business, so diversity, inclusion and sustainability are a core part of our culture.

Team MPG – learning and growing together

One of MPG's core strengths is the **ongoing training and development** of our people. We value and build on relevant experience that we gain daily from a variety of projects. We love to find and 'hothouse' future marketing leaders. As we deliver a wide variety of B2B marketing projects, candidates must have the ability and drive to **succeed under pressure**, be **results-focused**, be **agile** and **flexible** and enjoy working in a **fast-paced environment** across multiple projects.

We find that people with the following traits are a great fit for Team MPG:

- You can work in an agile, flexible way, but you are also good at understanding and following the processes essential for an efficient, quality-focused and integrated business.
- You work well autonomously and as part of a team - taking ownership of outcomes and results.
- You are an excellent communicator - in the written and spoken word.
- You know that feeling and displaying empathy when dealing with any stakeholder, internally or externally, at any level, is very important.
- You are a proactive person who thinks ahead and plans well.
- You are as strong on execution as you are in planning.
- You have excellent attention to detail.
- You are organised and systematic in how you work.
- You can solve problems with analytical and creative thinking.
- You thrive in and embrace an environment that encourages lifelong learning, which is both self-directed and supported by structured training programmes.

About the **MARKETING OPERATIONS EXECUTIVE** role in MPG

This is a role within MPG's marketing operations team, focused on supporting the delivery of B2B marketing campaigns for a range of clients in a variety of industries globally, mostly focused on events.

A MARKETING OPERATIONS EXECUTIVE in MPG will mainly work on the following types of tasks:

1. Managing, optimising and supporting implementations of marketing technology software and integrations - including systems and tools such as HubSpot, Salesforce, Pardot, Adestra, Marketo, Zapier.
2. Creating, setting up, optimising, and measuring email marketing and automated marketing campaigns via a wide range of marketing platforms (e.g. HubSpot, Marketo, Adestra, DotDigital, Active Campaign, etc).
3. Building and updating MPG's proprietary marketing performance reports in Google Looker Studio and analysing marketing data to create marketing intelligence to feed into data-led decision-making to inform marketing strategies and tactics.
4. Analysing, organising and building marketing databases to support targeted campaigns.
5. Updating and optimising clients' websites - including optimising for search engines (SEO) and enhanced user experience (UX) and conversion rates (CRO).
6. Other tasks and duties as required by your manager, our clients, and/or the business.

Qualifications and skills required:

- Proficiency in HubSpot (workflows, lead scoring, segmentation, automation)
- Experience with other CRMs and Marketing Automation platforms in addition to HubSpot would be an advantage, e.g. Salesforce (Sales Cloud and Marketing Cloud Account Engagement), Marketo.
- Familiarity with setting up integrations between marketing tools would be an advantage - across both:
 - Native system integrations
 - iPaaS solutions such as Zapier or Make.com
- Strong knowledge of Google Analytics 4 (GA4), Google Tag Manager (GTM) and Looker Studio for campaign conversion tracking and performance measurement.
- Experience with data hygiene practices, list management, and segmentation in CRM systems.
- Basic understanding of SEO, PPC (Google Ads, LinkedIn Ads) would be an advantage.
- Knowledge of email best practices, deliverability, A/B testing, and automation workflows would be an advantage.
- Excellent communication and interpersonal skills
- Experience with dealing with senior stakeholders would be an advantage .
- A marketing qualification is not required but would be an advantage.

Office hours & location:	We usually work 09h00 – 17h30 GMT/BST. We also offer flexitime, including extended lunch breaks (for a visit to the gym or to go for a walk, or just have a longer lunch). MPG operates a hybrid working policy, with 2 days per week in the office (WeWork, 2 Minster Court, London, EC3R 7BB). All team members have a WeWork membership giving them access to office space 7 days a week.
Start date:	Flexible. Finding exactly the right person for the job is the most important aspect of recruitment for us, so we don't fixate on a specific start date, but 'as soon as possible' is usually our request!
Salary:	Information supplied upon application and interview process. What we offer depends on the mix of experience, skills, qualifications, and growth potential you can bring to Team MPG.
Current benefits:	25 days holiday per year (plus bank holidays); additional day off for your birthday & birthday gift voucher; regular and ongoing training initiatives incl. personalised development plan; regular team socials, including charity fundraisers; annual wellbeing allowance; annual allowance for opticians; annual allowance for flu vaccinations; 2 days off per year for volunteering/charity work; monthly subsidy to cover costs of home working (energy, internet etc); work equipment provided, including laptop, 2nd screen, keyboard & mouse.

How to apply: please email your CV to helen@mpg.biz

What members of our team say about working at MPG

ALICIA DREW

MPG has given me opportunities I simply would not have found elsewhere. Very soon after I joined as a grad, I was given ownership of my own marketing projects and I have been able to choose the direction I wanted my career to take. At MPG, every individual is made to feel like they are playing an important role in building the future of the business.

JUSTINE MC GREGOR

Joining Team MPG after working in an in-house event marketing team has been an incredible experience. Being part of such a dynamic, skilled, and innovative team has truly opened my eyes to what's possible in the world of event marketing. The team constantly challenges me - in the best way - to refine, test, and elevate my work. Beyond their expertise, working with a team as welcoming, supportive, and genuinely invested in each other's success has been such a rewarding opportunity.

MANSHA GUPTA

MPG has been an incredible platform for my growth, both professionally and personally. I've learned so much and found it to be a fantastic opportunity for developing my skills across all aspects of marketing. MPG provides a strong foundation for success with its extensive resources, playbooks, and templates. What truly sets MPG apart, though, is the people. The team is filled with intelligent, supportive, and genuinely kind individuals who make every day a pleasure. The collaborative and encouraging environment has been one of my favorite aspects of working here. Anyone joining MPG will find not just a great place to work, but also a team that is invested in their success.

JEREMY PEREIRA

MPG's supportive culture and commitment to employee development have played a significant role in my professional growth, and I'm grateful to be part of such a dynamic and forward-thinking team. MPG offers real opportunities to grow, take on new challenges, and develop new skills. It's a great place to work with a supportive team and a culture that pushes you to do your best.

STEPHANIE SOBOLA

MPG has given me the opportunity to develop a number of extremely valuable marketing skills across a range of channels. The focus on our wellbeing and the dedication to our personal training and development make it a positive space to build a successful marketing career.

DOMINIC BIRD

MPG is a highly professional, dynamic and inclusive team. I have been encouraged and supported to excel in the areas of marketing I find most exciting. If you are motivated to succeed as part of a dedicated, hard-working, and fun team, you'll fit right in!