



WEB SUMMIT SERVICES LIMITED



#JOB-2472939



WEB SUMMIT LIMITED, Tramway House, 32  
Dartry Road, Dublin 6, D06 XT86



No of positions : 1



Paid Position



37.5 hours per week



40000.00-50000.00 Euro Annually



01/10/2026



29/10/2026

## How to apply

### Application Method :

Please apply to the vacancy by the following means:

URL :

<https://jobs.lever.co/websummit/b1903f44-04ea-4210-a16c-eab174b43718>



Open your camera  
app & point here  
to view this ad  
online



## Key Attendee Success Associate - Mandarin

### Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

### Job Description

What you will achieve

You'll work on a team building long-term relationships with some of the biggest and fastest growing companies in the world.

You'll be working closely with the speakers, media and investors acquisitions teams, which are responsible for acquiring key attendees for our events.

You'll act as an internal point-of-contact, suggesting improvements to processes and workflows that result in exceptional exhibitor and partner product/experience.

You'll participate in cross-team communication and collaboration, integrating production, design, collateral, and app solutions.

You'll travel the globe to our international events to ensure the on the ground execution of your partner activations.

You'll provide event feedback to your most important partners, highlighting what worked well, what can work better and how.

You'll develop an in-depth knowledge of technology and understand how industries are being disrupted by it and utilise opportunities to the benefit of your audience.

Skills

Native Mandarin speaker

Excellent client management skills and attention to detail is a prerequisite.

Ability to engage with other departments and specialist functions at Web Summit to manage consistent execution of client strategies across our events.

Exposure to sales or commercial experience is beneficial, with an eye toward driving retention and partnership expansion.

Ability to adapt to changing needs and take up new tasks with little supervision.

Experience with CRM tools, Salesforce in particular is an advantage.

Passion for technology and events, and a genuine willingness to improve your knowledge.

- This vacancy is suitable for Remote/Blended working
- **Sector:** arts, entertainment and recreation

### **Career Level**

- Experienced [Non-Managerial]