

# Junior Site Procurement & Development Assistant

**Location:** Cape Town  
**Type:** Permanent  
**Company:** [Tractor Outdoor](#)

To acquire and maintain OOH (Out-of-Home) sites in accordance with the business needs and develop relationships with relevant role players involved in the acquisition of sites.

## General responsibilities:

- Identify, scope and secure sites for the purposes of developing OOH signage
- Drafting proposals and presentations to potential landlords
- Assist technical team with maintenance of existing inventory

## Qualifications:

- Grade 12
- Tertiary education will be advantageous
- Experience in real estate, advertising or marketing will be advantageous
- Photography skills will be advantageous
- Driver's licence and own reliable transport

## Required:

- Excellent written and oral communication and presentation skills
- Excellent time management skills
- Ability to work independently
- Adaptable
- Willingness to learn

Only short-listed candidates will be contacted.

Tractor Outdoor does not and shall not discriminate on the basis of race, colour, religion (creed), gender, gender expression, DOB, national origin (ancestry), disability, marital status, sexual orientation, political opinion or HIV status.

Posted on 26 Apr 08:38, Closing date 24 Jun

## Apply by email

Carmen  
[recruitment@tractoroutdoor.com](mailto:recruitment@tractoroutdoor.com)

## Or apply with your Biz CV

Create your CV once, and thereafter you can apply to this ad and future job ads easily.



See also: [Sales Assistant](#), [C# Developer](#), [Assistant](#), [Vehicle Sales Cadet](#), [.Net developer](#), [Head](#), [General Assistant](#), [Personal Assistant](#), [Workshop](#), [Account Assistant](#)

For more, visit: <https://www.bizcommunity.com>