

The Customized Solutions, Career Development & Company Relation team of ESCP Business School, Campus Berlin is looking for a candidate for three months (max.)

Intern (m/f/d) 40 hours/week

Responsibilities: As an intern, you will be responsible for managing our social media channels in the careers section in order to bring our 30 corporate partners and our students together. You will also support the preparation of recruiting events with national and international companies.

What you will learn

- Social media management (creating an editorial plan, creating posts for the employer branding of the partner companies on all channels as well as promoting our events)
- Event management (supporting the planning and implementation of career events, especially the Recruiting Days with 40 top companies, organising our own events)
- Database and web management (event and job portal, further development of the community website)

You

- Are quick to get to grips with our projects and are keen to proactively contribute your own ideas.
- like to further develop projects and ideas and grasp synergies.
- are willing to lend a hand when necessary and have high expectations of the quality of your work.
- know that administrative tasks are part of the job and want to learn here as well.

We offer a dynamic, open and trusting working atmosphere with plenty of scope to try out your own ideas. ESCP Business School stands for high quality and we have a very large international network in all industries and positions.

As an intern, we are looking for a dynamic go-getter personality who thinks entrepreneurially, takes action themselves, is committed and motivated to responsibly tackle existing and new projects and successfully implement them with attention to detail.

Requirements

- Current student in business, social, communication sciences or related field of study (Bachelor, Master).
- Strong interest in social media and in mediating contacts between companies and students
- Entrepreneurial thinking and acting
- Conscientiousness and high quality standards
- Communication and organisational skills, enjoys dealing with people
- Very good written and spoken English skills, German is a plus
- Good knowledge of Office applications and website design (ideally wordpress)
- Mandatory internship as part of your study/work, residence in Germany, valid residence & work permit

We are looking to fill this position from April 1st or later; applications accepted on a rolling basis. Please send your application documents (letter of motivation, CV, certificates) by e-mail to Michaela Wieandt (mwieandt@escpeurope.eu). If you have any questions, you can reach Michaela at 030 32007-166 or by email.

About ESCP Business School: ESCP Business School is an international business school with campuses in 6 major European cities. Founded in 1819, ESCP is the oldest business school in the world. To this day, the business school regularly occupies top positions in the rankings of the Financial Times. The academic focus of ESCP Berlin is on entrepreneurship, sustainability and digitalisation.