

MARKETING COMMUNICATION INTERNSHIP

Place of work

Prešovská 38/B, 821 02 Bratislava

Job description, information about the position

- Support activities during preparation of ATL, BTL projects
- Internal communication projects (Internal events, internal announcements, newsletters, intranet administration)
- Sales collaterals preparation/localization (translations, communication with graphics, product management)
- PR projects support – press events, PR product launches, media monitoring
- Sales support projects support
- Event management support
- Corporate giveaways management
- Mkt dep. administration support

Salary offered (gross)

2,66 eur per hour/brutto

Start date

asap

Other benefits

We offer:

- Creative and challenging work for an international company
- Professional and friendly environment
- Possibility for career and personal development

Contract type

agreement-based

Information about the selection process

Expected date of completion of the selection process: 28 February 2011

If you are interested in this vacancy, please send your expressive dossier (incl CV) in English to: polakovicova.p@mediatel.sk or via www.profesia.sk. Don't forget to mention the vacancy as well as information where did you find our advertisement.

Mediatel is looking forward to your application.

Please, include also your statement about personal data protection. It is necessary to agree that Mediatel can keep your data according to Slovak law 428/2002 Z.z. Data will be used only for internal purpose – to check your suitability for employment. Your CV and personal data can be kept in our internal candidate database as well.

REQUIREMENTS FOR THE EMPLOYEE

Required education

Secondary with leaving examination
University student

Specialisation, field:

Student of marketing communication

Skills**Language skills:**

English – advanced

Computer skills - user:

Microsoft Word - advanced
Microsoft Excel - advanced
Microsoft Powerpoint - advanced
Microsoft Outlook – advanced

Personality pre-requisites, additional requirements

- University student – ideally in 4-5 year of MarComm studies
- MS Office – advanced
- English language
- Very good organizational skills - able to meet deadlines
- Very good copywriting skills
- Good communication skills

ADVERTISER

A brief description of the company

www.mediatel.sk www.zlatestranky.sk

Mediatel has been the incumbent yellow and white pages directory provider in the Slovak Republic since 1994, offering a wide portfolio of electronic and printed products for finding contacts. Under key brand Zlaté stránky, Mediatel is the only company in Slovakia offering clients advertising via three channels simultaneously: BOOK - INTERNET - MOBIL. Mediatel is headquartered in Bratislava with regional office in Banska Bystrica and employs more than 170 people.

ABOUT EUROPEAN DIRECTORIES

We are a pan-European local search and lead generation company. We provide local commercial search for consumers and lead generation to advertisers. We do this through a variety of products in print, online, mobile and voice. We have market-leading positions in the Netherlands, Finland, Denmark, Austria, Sweden, the Czech Republic, Slovakia, Poland and Gibraltar. We have 4,750 employees and over 700,000 customers.

Main focus of the company's activities

Other Commercial Activities

Contact details

MEDIATEL spol. s r.o.
Prešovská 38/B

821 02 Bratislava
Slovak Republic
<http://www.mediatel.sk>, <http://www.zlatestranky.sk>

Contact person: Petra Polakovičová
Tel.: 0903/476 054