

plan B communication

is looking for a **Trainee (m/w)** to support our team in Berlin – to begin as soon as possible.

Main tasks

Your primary responsibility will be the support of our international clients in all aspects of communications work in Germany and the EMEA region. You will research and write press texts, maintain media contacts, organize events and develop and implement concepts. In addition, you will be responsible for daily press monitoring and analysis.

Your profile

You are ideally an English native speaker with business fluent knowledge of German. You enjoy working independently while at the same time playing an active role in team-oriented tasks. You have a good eye for detail and display a structured approach and self-initiative in all aspects of your work; your confident and level-headed approach to stress situations and your knowledge of the common Office programs are among your further qualifications for this position. You enjoy working with people, are customer-oriented, reliable and trustworthy. You have a university degree in communication and media sciences or a related subject area and have initial professional experience in this field.

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plan was founded by communication experts with many years of experience in economics and journalism. plan B communication supports companies and organizations as well as their owners or management in all matters of communication in Germany as well as the EMEA region. The agency is owner-managed. Additional information at www.planbcom.de.

Please send your application documents in English via e-mail to cs@planbcom.de.

plan B communication
Chelsea Spieker
(030) 76 88 88-23
cs@planbcom.de