

**ESPA**

Project Management and Communication Internship

(DYSPM0708)

Apply here

Start date

September 2017

Duration

6 months

Languages

Good spoken and written English levels are required (B2 onwards)

Location

Malmesbury, England

A market town and civil parish in the southern Cotswolds in the county of Wiltshire, England.

Are you eligible?

Are you a registered student?
Or

Are you eligible to participate in the Erasmus+ programme?

Benefits

See website for details of all ESPA benefits. For all internships over 6 months, additional benefits will be paid. Details available at interview.

Role

The host company is looking for someone to work on retail marketing projects, supporting in the communication flow between the global team and markets. You will be working with the team and reporting to the Senior Retail Marketing Manager. Strong Communication skills are key and ideally Project Management experience. Retail experience is good, but not a must.

Tasks

- Working on multiple projects.
- Offering support in terms of communication between internal teams and the markets.
- Helping the team to think through what kind of communication they need to have a successful project.
- Expectation of proactive communication among team members as well, documenting what the team agrees to do: what status reporting will be done, what team meeting will be held, how decisions will get documented and who will participate in various reviews.
- Make substantial connections that help with the project and its nature.
- Reporting to the Senior Retail Marketing Manager, keep them aware of project progress and any issues that would impact the project meeting its goals.

Desired Skills

- Strong communication skills.
- Previous Project Management experience.
- International background (abroad studies or abroad working experience).
- Understanding of cultural differences and how to deal with them.
- Organisation skills, attention to detail and a responsive attitude.
- Ability to adapt quickly to changes and flexibility.
- Ability to work under pressure as you might have to accomplished deadlines.
- Retail experience is desirable but not a must.

The Host Company

The company is a global technology enterprise. They are about better ideas and better technologies. As they continue to grow, they are exploring new frontiers and traversing the unknown. Today they're approaching 9000 people and transform every category they enter.