

Corporate intern - Job description – 7.2.2024

Weber Shandwick Switzerland is seeking applications for a high calibre graduate to serve as intern for its **Corporate Communications** practice beginning as soon as possible, for a minimum of six months, with possible extension for full time placement. This is an opportunity for the right candidate to learn from an experienced team and develop his/her communications skills in a fast-paced environment as well as demonstrate creative input and contribute to idea generation and brainstorming.

We are looking for candidates who:

- Are enrolled in a bachelor's or master's program in communications
- Are interested in current affairs, news, international business, and consume media in all forms
- Are creative problem solvers, delivery-driven, and have a track record of achievement
- Are proactive, self-starters, with an entrepreneurial spirit
- Are confident and have a passion for communications
- Work naturally and effectively in dynamic fast paced multicultural environment and team situations
- Have a proven track record in prioritising workload and deliverables
- Have strong analytic, verbal, and written skills
- Have good organisational skills
- Are Swiss Nationals, or hold a Swiss working permit, or hold an EU passport to enable work in Switzerland

Given the global nature of campaigns managed by our agency, professional English writing and speaking skills are required.

At Weber Shandwick Switzerland, interns assist client teams and management in a broad range of activities to serve our clients. Working in Geneva and as part of the agency's integrated global network, interns' activities include:

- Stakeholders and online influencer mapping
- Identification of relevant media targets
- Off/online audience analysis
- Research on client business landscapes and analysis of competitive landscapes
- Participation in event management
- Participation in new business opportunities
- Preparing briefing documents for stakeholder engagement
- Producing content: writing/editing press releases, social media content, articles, and PR proposals
- Providing support on new business pitches with research and slide development

To be considered, potential applicants are asked to submit both a CV (1 page, A4) plus a cover letter (1 page, A4) in English, which outlines why Weber Shandwick is a good fit for your career interests.

<https://webershandwick.ch/jobs/join-the-team/>