



INTERNSHIP OFFER

MARKETING & COMMUNICATION ASSISTANT

abe - advanced business events, leader in the organization of business conventions,
is recruiting a marketing & communication assistant intern.

Reporting to the Marketing Manager, the Marketing & Communications Assistant ensures that the company's identity and image are respected. He/she will assist the marketing & communications manager on various missions.

Missions

You will assist the Marketing & Communication Manager in managing:

- direct marketing campaigns (emailing, ...)
- Print tools: brochures and messages sent to prospects
- Web content: website updates and SEO monitoring
- the evolution of the websites
- media partnerships
- event listing

Your profil

- You are comfortable with English
- You master office software tools
- You have notions of graphic design
- You are rigorous, organized and have a strong desire to learn
- You have a good oral and written expression

Position based in Boulogne-Billancourt

Type of position: Internship

Duration: 6 months (from February 1st - date variable)

Experience: 1 year minimum

Compensation: 500€/month

All applications must be accompanied by a letter of motivation and addressed to Mariana MIU:
mmiu@advbe.com

For more info on our **abe company** : www.advbe.com & www.bciaerospace.com