



25th January 2024

Job Advertisement – Marketing Intern

Brief:	The German School Nairobi is seeking to recruit a Marketing intern.
Start Date:	Immediately.
Environment:	The German School Nairobi is a recognized and widely acknowledged German School abroad with over 300 students from Kindergarten to Upper Secondary School.
Job Profile Summary :	<p>The Marketing Intern's primary responsibility is to assist in the daily operations of the Marketing Department. Responsibilities will include, but not be limited to:</p> <ul style="list-style-type: none">▪ Collect quantitative and qualitative data.▪ Support Marketing Team with general administrative tasks.▪ Assist in communication activities (e.g. email marketing, stakeholder engagement, weekly newsletter compilation etc.)▪ Social Media Management on the platforms: Instagram and Facebook▪ Assist in creating marketing collateral ie: posters, brochures, banners etc.▪ Support Marketing Team in organizing school events.▪ Photo management and organization for the school with respect to the Data Protection Policy.
Employer Benefits:	<ul style="list-style-type: none">▪ Integration into a dedicated and open-minded multicultural team at the school.▪ An interesting and lively working environment.▪ Monthly stipend.
Qualifications:	<ul style="list-style-type: none">▪ Enrolled in or completed a Diploma or Degree in Communications, Marketing or Public Relations.▪ Excellent oral and communication skills plus good interpersonal skills.▪ Competent level of computer literacy especially Microsoft Office 365.▪ Basic Knowledge in Digital Marketing concept ie: Email Marketing, Social media etc▪ Creativity and the ability to contribute new ideas and innovative solutions.
Application procedure:	<p>Your application, accompanied by a Curriculum Vitae should be submitted, to the attention of the Human Resource Manager via email to: applications@germanschool.co.ke</p> <p><i>Only short-listed candidates will be contacted. Interviews will be conducted on a rolling basis. Kindly note that this is a 3-month contract. However, contract may be extended upon mutual agreement.</i></p>