



Job Description

Position title: Communications Intern

Assignment: Full-time

Apply by: Jan 20th, 2021

Reports to: Atree Kundu, Manager - Public Relations

Location: Bangalore, India

Desired Start date: February 2021

Responsibilities & Objectives

Be a part of the creative marketing team, responsible to drive national and global marketing activities and outreach. This involves supporting PR, social media communication, and content marketing. Step into the universe of Venture Capitalists, Entrepreneurs and global investors. This is an exciting opportunity to learn, work, grow and most important - build a global professional network while you are at it.

Responsibilities Include

- Conduct media due diligence
 - Tracking relevant media publications, journalists & competitive brands in news.
 - Develop daily media due diligence reports.
- Manage social media for the organisation and leadership team.
- Support content development (thought-leadership articles, press releases) for PR and other communication.
- Coordinate with global business leaders to support content development.
- Research and identify relevant stakeholders (journalists, social influencers, professional writers, support vendors).

Experience and Capabilities

The most vital areas of experience for a successful candidate include:

- Any graduate with proven communication skills currently looking for hands-on training and experience in the field of PR & marketing communication.
- Experience with writing (global English standards). Samples will be required.

- Excellent command on English.
- Will begin from Feb 1st, 2021

Note: This is a paid internship. Remuneration and perks as per company standards.