

Communications Intern (IDX: 2024-00046)

Your tasks

You'll join a lean but dynamic team focused on delivering the company's communications and branding objectives, through a wide range of projects which cover:

- **Internal Publicity:** Developing communication materials, such as newsletter articles, all-staff emails, and presentations, to engage and inform employees.
- **Corporate Branding:** Support the promotion of the company brand, both internally and externally.
- **Events Management:** Contributing to the planning and execution of company events, by liaising with internal stakeholders and external partners, and providing logistical support.
- **External Communications:** Assisting with article contributions, press interviews, media clippings and preparation of briefings.
- **Administrative Tasks:** Organizing meetings, preparation of presentations, document archiving and stock inventory.

Your profile

- Good command of English, both written and spoken
- Familiarity with Powerpoint and putting together impactful presentations
- Basic photography and videography skills
- A flair for creative writing, copywriting, and content creation is an added bonus

Our offer

Ready to drive with Continental? Take the first step and fill in the online application.



Job ID
REF19620W

Field of work
Communications

Location
Singapore

Legal Entity
**Continental Automotive
Singapore Pte. Ltd.**