

## Social Media Internship

### Your tasks

- Managing social media accounts (Instagram and Facebook)
- Creating social media content (posts)
- Working with graphic programs (design of brochures, posters)
- Organization of international activities/events - welcome day for incoming students
- Administrative support for Erasmus+ programme

### Your required skills

- Creativity
- Knowledge of MS Office
- Time management
- Good communication skills
- Organizational skills
- Flexibility
- Teamwork
- English - B2 - upper intermediate
- MS Office - intermediate
- Social media (FB, IG) - intermediate
- Communication - intermediate
- Presentation - intermediate

### Your benefits

- getting in touch with many international partners
- the university is situated in the city center
- students can get the accommodation in university dormitory
- gaining marketing skills
- working with the small and young people from the department

Students can send the CV to Mgr. Lesana Zemanová email address [lesana.zemanova@stuba.sk](mailto:lesana.zemanova@stuba.sk)