PLANET EXPAT IS HIRING A PROJECT MANAGER FOR INTERNSHIP FROM 6 TO 12 MONTHS.

Date : 01/09/2017

**Job reference** : 170808,170811-21434605

**Type of contract** : Internship

**Localisation** : Madrid, Spain -, ES

**Contract duration** : From 6 to 12 months

**Level of studies** : Bachelor's Degree

**Years of experience** : 6 months - 1 year

**Company description** :
Planet Expat provides career-boosting paid internships in some of the most innovative and dynamic Start-ups in Latin America, Europe and the USA. We connect students with promising start-ups abroad through a program that allows them to gain valuable professional experience in international environments while being key contributors to innovative projects.

**Job description** :
As a key driver of market expansion, you will develop and manage the market in France/UK. Based in Madrid, you will work closely with the Customer Support, Marketing and Tech team, ensuring that our services are effectively and accurately communicated to our French/UK clients.

Your duties will include:

- Define implement our marketing/communications strategy for the French/UK market - includes generating content for social media, blog, mailing lists, newsletters, etc.
- Proof-read, update SEO-optimize our website to ensure our business message translates to our French/British clients and leads to conversions
- Provide client support and lead operations (call support, orders invoice processes, etc.)
- Build effective retention programs
- Identify and implement logistics strategies to improve our product distribution process, including prospection and account management with local distributors
- Analyse key metrics to assess our progress in this market and report to management

**Required profile** :
Graduate in a Business/Marketing/Communication-related degree
Native French or English
Fluent in Spanish or English
Excellent writing skills
Sound interpersonal skills
Excellent planning, organization and time management skills
Knowledge of SEO and SEM is a plus
Previous experience in project management/customer care is a plus

**To apply** : offre21434605.4939@planet-expat.contactrh.com