

NJOFTIM PËR PRAKTIKË

Position:	Internship
Work Place:	Head Office
Unit:	Corporate Communication Unit
Location:	Prishtinë
Open Date:	15.04.2025
Closing Date:	21.04.2025

Duties and responsibilities:

- Assist in content creation for social media, and corporate communications channels.
- Conduct market research on social media to gather data on industry trends and competitor activities.
- Support the development and execution of marketing campaigns.
- Assist in the preparation of reports and presentations for internal use.
- Coordinate and help organize corporate events and promotional activities
- Monitor and analyze the performance of marketing initiatives, providing insights and recommendations.
- Collaborate with team members on various projects to ensure timely and effective completion.
- Perform administrative duties as needed to support the Corporate Communication Unit.

Requirements:

- Graduated or undergraduated degree in Marketing, Communications, Design, or a related field.
- Strong written and verbal communication skills.
- Knowledge in social media platforms and digital marketing tools.
- Creative thinking and problem-solving abilities.
- Organizational and time-management skills.
- Ability to work both independently and collaboratively in a team environment.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint).
- Familiarity with graphic design software (e.g., Adobe Creative Suite).
- Eagerness to learn and adapt in a fast-paced environment.

Interested candidates are encouraged to apply by filling up the form in English:

<https://bkt-ks.com/bkt/burimet-njerezore/mundes-punesimi/>. For any problems contact hrbktkosove@bkt.com.al

All applications will be treated with the highest confidentiality. Only candidates that meet our criteria will be notified.

