"It's important to me to work for a company where I can really make a difference. That's why I am with Diehl."

# MAKE TH/ WORK

## Junior Communications & Project Coordinator (m/f/d)

#### These are your tasks:

- Lead and manage communication initiatives Bachelor's degree in Information within the IT community
- · Management and administration of small, overarching projects within the IT
- Develop and disseminate IT-related content to ensure clear and consistent messaging.
- Act as a liaison between the IT department and top management, facilitating effective communication.
- Prepare and deliver presentations for the executive board, ensuring technical information is accessible and engaging.
- Support the IT team in crafting strategic communication plans and campaigns.
- · Monitor and analyze feedback from the IT community to improve communication strategies.
- Organize and lead meetings, workshops, and training sessions to promote IT initiatives.
- Manage internal communication channels and tools to enhance information flow.
- · Stay updated on industry trends and best practices to continuously improve communication efforts.

#### Who we are looking for:

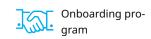
- Technology, junior project manager skills, Communications, or a related field.
- · Proven experience in communication or a similar role, preferably in an international setting.
- Strong organizational and project management skills.
- · Excellent verbal and written communication skills in English.
- Strong ability to transform complex technical concepts into clear, non-technical language.
- · Proficiency in creating and delivering highquality presentations.
- · Experience working with senior management and understanding their communication needs.
- Ability to work independently and take initiative.
- · Familiarity with modern communication tools and platforms (e.g., intranet, newsletters, social media).
- · Knowledge of current IT trends and technologies
- · Willingness for infrequent travel to different **Diehl sites**

Work location: Wrocław Job Level: Professional Working mode: Hybrid working Working time: Full time Employment contract: permanent Division: Diehl Controls Start: ASAP

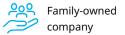
### These are your potential benefits



Flexible working hours







Food allowance

Achieve what matters, with Diehl.



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