



**LOOKING FOR MORE THAN A JOB?**  
**JOIN US!**



## COMMUNICATION & PR TRAINEE

The Communication & PR Trainee is part of the Communication & PR team and assists the team with their daily activities aimed at raising awareness for the bank, fine-tuning the bank's image and streamlining internal and external communications. This opportunity is a full-time internship contract with a minimum duration of four months and up to six months.

A student visa or authorisation to work in Luxembourg is necessary.

### **ABOUT THE JOB** | What will you do?

As a Communication & PR Trainee, you will contribute to the following tasks:

- Content writing for the bank's corporate and internal communications, such as internal news articles for the intranet, website copy, internal guidelines, reports, keynote presentations, etc.
- Website management: implementing regular updates on the corporate website using the website CMS
- Media relations: drafting press releases and social media posts, updating the media database and monitoring print and online media coverage
- Marketing & sales support: Assist the sales & business development teams with sales and relationship management activities such as compiling sales presentations, creating and updating marketing and client materials and organising events

### **ABOUT YOU** | What's your background?

- You are enrolled or recently graduated from university and have a degree in Communications, Marketing, Languages or Business
- You have recently successfully completed a first higher education or a bachelor's degree (in this case the entire duration of the internship must take place within 12 months of your graduation)
- Very good command of MS Office tools; you are creative with PowerPoint and work well with Word
- First graphic design skills using Adobe Creative Suite, especially Photoshop, InDesign and Illustrator
- You are passionate about audience-specific communications and have some experience through educational projects or previous traineeships

# WORKING FOR ADVANZIA THE UNCONVENTIONAL BANK

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## **WHAT WE EXPECT** | What are your skills?

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- Strong writing, editing and proofreading skills in English
- An eye for detail
- Great communication and interpersonal skills
- Good organisational skills with the ability to multi-task and meet deadlines
- Fluency in English is mandatory; French, German or other languages are advantageous

## **WHAT WE OFFER** | What advantages will you have?

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- A full-time internship contract for a period of four to six months
- Dynamic and international environment  
#TeamAvanzia
- Participation in various Corporate Social Responsibility (CSR) projects as part of the bank's Advanzia Plus initiatives

## **Where you will be working**

Located in bright and modern offices in Munsbach at 15 minutes from Luxembourg City, Advanzia currently employs around 200 employees from all over the world. We offer a pleasant and collaborative working atmosphere in a truly multicultural environment.

## **Looking for a new professional challenge in a fast-growing company?**

Apply today and send your CV and motivational letter in English to [jobs@advanzia.com](mailto:jobs@advanzia.com)

Click [here](#) to find out more about your career opportunities at Advanzia Bank.

