

Student Assistant - Marketing

Working Student, Part-time · Köln

Your tasks

- You will support our marketing and communications manager in her daily work
- You will maintain and update the 4C website and contribute to its further development
- You will help to prepare marketing material for trainings and events
- You will prepare and plan social media posts and contribute to the communications strategy
- You will support in improving the design of presentations and other communications materials

Your profile

- Enrolled student in the area of marketing, sales, economics, business administration or another related fields
- Available for 10-20 hours per week and onsite work in the Cologne office at least once a week
- Excellent written and spoken language skills in English (at least B2) and preferably German (at least B2, preferably higher). Additional language skills, such as Spanish, Portuguese, Vietnamese or Chinese will be of advantage
- General IT proficiency and very good working knowledge of MS Office
- Excellent PowerPoint skills

- Service-oriented thinking and excellent communication skills, especially in international environments
- Ability to work independently and communicate proactively
- Eye and attention for details
- Excellent problem-solving abilities combined with an independent working style and pragmatic and hands-on attitude
- Supportive and dedicated team player

Why us?

Our team is our core asset, and we want to support our people as best we can. To help you build your future and thrive with us, we offer:

- Combination of home office and on-premise work
- An attractive and modern office in the centre of Cologne with many lunch and shopping options close by
- Professional onboarding to help you have an ideal start with us
- Close collaboration with our sister companies Meo Carbon Solutions, ISCC System, GRAS Global Risk Assessment Services and ClimatePal, giving you even more development opportunities
- Free fruits, snacks, tea, coffee ...
- Active Break scheme with daily sessions such as Yoga, strengthening or breathing techniques
- The opportunity to work independently and bring in one's own ideas
- Many great team events

Ready to join our team?

Then we would be happy to hear from you soon!
Please apply using the link below with a cover letter,

CV and any relevant certificates.

We are looking forward to receiving your application.

We are a company with equal opportunities for everyone and encourage applications from all suitably qualified candidates regardless of age, race, gender or any other criteria that is not a professional qualification for an open position.

About us

4C (Common Code for the Coffee Community) is a sustainability certification scheme for the coffee industry. 4C certification focuses on good agricultural and management practices, including requirements on economic, social and environmental conditions for coffee production and processing in order to establish credible sustainable and transparent supply chains. Independent certification bodies verify compliance with the 4C requirements. 4C operates in 20 countries and is the largest certification system in the coffee sector. It is also a highly innovative standard working on a variety of crucial topics such as reduction and offsetting of carbon footprint, biodiversity improvement and empowering women in coffee.

Apply now