



MARKETING ASSISTANCE (M/F/D)

to join our team in Graz, Austria
Part-time (20h/week)

ABOUT BIKE CITIZENS

We're a team of 30+ based in Graz and Germany. Bike Citizens started out by creating the world's first navigation app that focuses on urban cycling. We work together with cities and municipalities using Bike Citizens' innovative app and web solutions to motivate people going by bike and increasing the cities' cycling share.



AT THIS JOB YOU WILL

- Support in the creation and of:
 - Content for our social media platforms such as short videos, images for raffles, surveys, and ads.
- Use marketing analytic techniques to gather key data (social media, web analytics, rankings, etc.)
- Conduct market research and analyze consumer rating reports/questionnaires
- Create customer presentations, product specifications, and informational texts
- Interface between external project partners and the internal development team
- Assist in monitoring and controlling ongoing projects (budget, staff, resources and capacity)
- Customer communication & project management
- Support our marketing team in day-to-day operations
 - for example in the acquisition of new cooperation partners

YOUR QUALIFICATIONS

- Ongoing or completed studies in the fields of communication, marketing, management or similar areas
- Passionate about digital marketing & social media
- Good organizational skills and time management
- Strong teamwork and communication skills
- Good oral and written expression in German and English
- Goal-oriented and independent way of working

WE OFFER YOU

- Flexible working hours and the possibility of Home Office
- 4-day work week - the weekend starts on Thursday!
- Working in a young, dynamic and professional team
- Monday breakfast with the team for a great start into the week and cooking sessions at lunchtime
- Company and team building events (Company Fitness, Pub Quiz, excursions, etc...)
- Our office is located in the center of Graz with the possibility for great after-work-activities

If that sounds like you – we're dead keen to get to know you!

Salary: The minimum salary is € 2.000,- gross/month for a 36h base. Your actual salary will depend on your experience, skills, contribution to Bike Citizens and is to be negotiated.

Let's talk: bikecitizens.net



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