



## << MARKETING & COMMUNICATIONS, INTERN (FULL OR PART-TIME)>>

<<WEB INFORMATICS, MARKETING & COMMUNICATIONS>>

Berlin, 01.07.2019

### TELEKOM INNOVATION LABORATORIES

At Telekom Innovation Laboratories (T-Labs), the passion for innovation and technology drives international experts and scientists to work together in the three core fields of Blockchain, Intelligence und Experiences. T-Labs is the R&D unit of Deutsche Telekom and is in a close partnership with the Technische Universität Berlin. At its sites in Berlin, Darmstadt, Beer Sheva, Budapest and Vienna, T-Labs sits amongst a world-class host of universities, startups, investors, research institutes and corporate innovation hubs to jointly shape the future of communication services.

The T-Labs team is engaged to live the entrepreneurial spirit and focus on developing Proof of Concepts (PoCs) and Minimum Viable Products (MVPs), which highlight future technology applications. In that way, T-Labs fosters its agility to adapt to a fast-changing and vibrant environment and always works on cutting-edge technologies.

To support the Marketing & Communication team of Telekom Innovation Laboratories ([www.laboratories.telekom.com](http://www.laboratories.telekom.com)) in Berlin we are looking for:

### << Media & Communication, Intern, Full or Part-Time >>

#### Responsibilities

- Assistance for designing event concepts and organization of various events (fairs, guided tours, workshops, etc.)
- On-Site support and contact person for colleagues, clients and partner
- Handling of incoming emails ( in-box, outbox, response to event/ cooperation requests)
- Support on internal and external communication (website, social media, print etc.)
- Administrative work
- Reception/ concierge services

#### Requirements

- Flexibility
- Service-oriented approach
- Talent for organization
- Good team skills
- Good MS Office skills
- Fluent spoken and written German and English
- Regularly enrolled student at a German university

#### Contact person

Anja Kopperschmidt

Please send your complete application to [anja.kopperschmidt@telekom.de](mailto:anja.kopperschmidt@telekom.de)