

Mountain Forest Investment D.O.O.  
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**Mountain Forest Investment D.O.O.**

Podgorica, the 02/03/2023  
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## Subject: Job Advertisement for Marketing Intern (Unpaid)

**WHO WE ARE:** Rufil Montenegro Consulting is one-stop advisory for expats, internationals and investors interacting with Montenegro. With our German origin, international roots, and feet on ground, we have united our destination knowledge and expertise to support you!

**OUR VISION:** "We support you in Montenegro!".

**OUR TEAM:** With our Montenegro team consisting of tax experts, international business consultants and management consultants with international specialization, as well as highly qualified jurists, local accountants, auditors and experts in International Finance, Reporting, we solve all questions of our clients regarding their business in Montenegro.

To support our office in Podgorica, we are currently looking for: Marketing Intern (Unpaid)

### **POSITION SUMMARY**

We are looking for a marketing intern that will collaborate with the management team on execution of brand awareness and sales-oriented marketing campaigns, and will help develop, expand, and maintain all our digital marketing channels.

The marketing intern position is entry-level therefore enrollment in a bachelor's degree program is required for marketing intern positions. Successful marketing intern candidate possesses a good understanding of the latest marketing trends and techniques and excellent communication skills.

Your role will be to prepare social media content, build our marketing calendar, but also to research, brainstorm and create topics within the business advisory industry.

This is your chance to launch your marketing career in an international firm.

The professional English language knowledge is mandatory, and knowledge of additional language is an asset. (German, Russian or any other)

### **TASKS AND RESPONSIBILITIES**

- Help distribute marketing materials
- Help to develop and run PR and blogging activities
- Help run marketing campaigns – online and offline
- Organize online and offline networking events
- Manage and update the company database and customer relationship management systems
- Assist in marketing and advertising promotional activities (e.g. social media, direct mail, and web)
- Prepare promotional presentations
- Monitor all social media platforms for trending news, ideas, and feedback
- Research and evaluate competitor marketing and digital content
- Assist with other marketing activities and tasks

### **WHAT WE REQUIRE?**

- You are studying marketing/journalism, communications, or a related field
- You have passion for marketing and digital marketing
- You have experience with content creation
- You are familiar with social media strategies and platforms
- You have good English copywriting and drafting skills for internal and external communications

### **WE OFFER**

- Pleasant working environment
- International team
- Interesting and challenging work
- Educational and mentoring opportunities
- Opportunity to obtain employment proposal after successful completion of internship program

- Good opportunities for promotion and personal development.

**TO APPLY**

Send resume to:

Bojana Minic

*Managing Director*

[minic@rufil.me](mailto:minic@rufil.me)