Date: 14/05/2018

Function: Communication - Creation (Communication Management)
Type of contract: Temporary
Localisation: St. Leon-Rot 68789, DE
Contract duration: 6 months
Level of studies: None
Years of experience:

Company description:
SAP is the world leader in enterprise applications in terms of software and software-related service revenue. Based on market capitalization, we are the world’s third largest independent software manufacturer. Browse company facts and information below.

Job description:
Requisition ID: 183039
Work Area: Communication
Location: St. Leon-Rot
Expected Travel: 0 - 10%
Career Status: Student
Employment Type: Limited Full Time

COMPANY DESCRIPTION
SAP started in 1972 as a team of five colleagues with a desire to do something new. Together, they changed enterprise software and reinvented how business was done. Today, as a market leader in enterprise application software, we remain true to our roots. That’s why we engineer solutions to fuel innovation, foster equality and spread opportunity for our employees and customers across borders and cultures.
SAP values the entrepreneurial spirit, fostering creativity and building lasting relationships with our employees. We know that a diverse and inclusive workforce keeps us competitive and provides opportunities for all. We believe that together we can transform industries, grow economics, lift up societies and sustain our environment. Because it’s the best-run businesses that make the world run better and improve people’s lives.

PURPOSE AND OBJECTIVES
Board Area Learning Organizations at SAP are working together under the banner of SAP Learning. Our mission is to build a global, best-in-class “learning culture,” where everyone is a teacher and everyone is a learner, since we believe that learning happens all the time, anywhere, and in many ways.
SAP Learning is advancing this culture of learning where our employees take charge of their professional development and career. Our award-winning programs simplify the way employees experience learning through a single, multifaceted learning organization - personalized according to each learner’s professional development needs and aspirations. SAP Learning, makes learning simpler, more intuitive, more employee-centric and, ultimately, more impactful.
SAP Service & Support Learning provides functional education to all jobs and roles in the board area ‘SAP Digital Business Services’. Our goal is to define and roll out learning offerings to each job function in SAP Digital Business Services (e.g. technical quality manager, enterprise support advisor, etc.).
As a communication working student, you will help compile our internal, monthly learning newsletter with a target group of ~20,000 recipients worldwide as well as administer related tasks.

EXPECTATIONS AND TASKS

Authoring and writing of articles per our standards and guidelines (newsletter language is English)
Proofread and edit submitted articles
Layout and quality check of both content and language
Maintain internal communication channels (including internal social media)
Support creation of videos
Prepare newsletter statistics and update presentations
Communication with internal stakeholders
EDUCATION AND QUALIFICATIONS / SKILLS AND COMPETENCIES

Student at a university or a university of applied sciences
Preferred field(s) of study: language, communications, media science. Journalist background is an advantage.
Computer skills: Good knowledge of MS Office (Outlook, Word, Excel, and PowerPoint), HTML skills are an asset.
Language skills: Excellent English as well as excellent writing skills
Soft skills: Excellent communication skills, strong organizational skills, good team player, intercultural competencies

Your set of application documents should contain a cover letter, a resume in table form, school leaving certificates, certificate of enrollment, current university transcript of records, copies of any academic degrees already earned, and if available, references from former employers (including internships). Please describe as well your experience and skills in foreign languages and computer programs / programming languages.
#Workingstudent #Werkstudent #Germany #Deutschland #Student

WHAT YOU GET FROM US
Success is what you make it. At SAP, we help you make it your own.
A career at SAP can open many doors for you. If you’re searching for a company that’s dedicated to your ideas and individual growth, recognizes you for your unique contributions, fills you with a strong sense of purpose, and provides a fun, flexible and inclusive work environment – apply now.

SAP’S DIVERSITY COMMITMENT
To harness the power of innovation, SAP invests in the development of its diverse employees. We aspire to leverage the qualities and appreciate the unique competencies that each person brings to the company.
SAP is committed to the principles of Equal Employment Opportunity and to providing reasonable accommodations to applicants with physical and/or mental disabilities. If you are in need of accommodation or special assistance to navigate our website or to complete your application, please send an e-mail with your request to Recruiting Operations Team (Americas: Careers@sap.com).
Successful candidates might be required to undergo a background verification with an external vendor.

Additional Locations:

Required profile:
* Student at a university or a university of applied sciences
* Preferred field(s) of study: language, communications, media science. Journalist background is an advantage.
* Computer skills: Good knowledge of MS Office (Outlook, Word, Excel, and PowerPoint), HTML skills are an asset.
* Language skills: Excellent English as well as excellent writing skills
* Soft skills: Excellent communication skills, strong organizational skills, good team player, intercultural competencies

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To apply: https://apply.multiposting.fr/jobs/12102/25342137