

# We are Hiring now!



## Communication Intern

Our model for success is a better life for everyone and purposeful tasks for our employees. For more than 50 years, the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ), as a company of the German Federal Government, has been supporting the implementation of development policy goals worldwide. In Lao PDR, GIZ currently is implementing a large number of projects focusing on rural development, conservation of nature and natural resources as well as sustainable economic development. If you want to make a difference in the world and develop yourself in the process, you've come to the right place.

The **“Protection and Sustainable Use of Forest Ecosystems and Biodiversity” (ProFEB) Project**, a part of the Lao-German Cooperation and commissioned by German Federal Ministry for Economic Cooperation and Development is currently seeking **two (2) Laotian Interns, based in Vientiane Capital for a duration of six (6) months starting from February 2025.**

### MAIN TASK AND RESPONSIBILITIES:

#### (1) Communication 01:

- Support in coordinating the production process for printed and digital publications and communication materials.
- Support development of short articles and “highlight of the month newsletter” for the outputs of Hin Nam No and Value chains.
- Assist in translating documents from Lao to English and English to Lao.
- Assist in developing a series of short videos on Hin Nam No and Value Chains.
- Support the management of a resource pool of local media and printing, designing, producing companies including their contact details.
- Assist with taking photos during events.
- Assist in drafting, distributing, and pitching news and features to media.

### REQUIRED QUALIFICATION:

- Completed a university degree, preferably in a related field (e.g., English, IT, Marketing/Communications, or Public Relations)
- Good knowledge of social media: Facebook, YouTube, TikTok, etc.
- Good knowledge of designing software is a plus.
- Ability to prioritize, multi-task and meet deadlines.
- Good English skills.

### EMPLOYEE BENEFIT

- Paid Internship
- Experience of working with an international Organization
- Certificate of Internship

### HOW TO APPLY

Please submit the cover letter and CV together with relevant certificates and references by email to [job-gizlaos@giz.de](mailto:job-gizlaos@giz.de), HR Division of GIZ Office Vientiane by stating **the exact job title in the Subject by 16:30 pm on 02<sup>nd</sup> January 2025.**

Please read [Our Data Privacy Notice](#), which provides further information on the data we store, and about your rights, before you continue with your application.

**Gender equality is one of the key values of GIZ and of the work we do.**

**Applications from women, persons from diverse culture background, and with disabilities are most welcome.**

 <https://www.facebook.com/GIZLaos>

 [www.giz.de/en/worldwide/371](http://www.giz.de/en/worldwide/371)