



**Submission Date:**

21/4/2010

**Closing Date:**

5/7/2010

**Title:**

Global Communications Assistant

**Company:**

Nielsen Audience Measurement

**Country:**

Switzerland

**City:**

Lugano (Ticino)

**Job Typology:**

Administration

**Required Years of Experience:**

3

**Job Description:**

Key

Responsibilities:

Assist

in all aspects of the development and implementation of communications programmes and other related projects as required

Be responsible

for the coordination of the Corporate Identity

Providing

ongoing support to operating companies in relation to their marketing activities

Assist

the Vice President, Global Communications and Marketing, Television

Audience Measurement (TAM), in all job

related aspects as required

**Required Experiences:**

Education

and Background

Commercial

Education/Diploma in a business related discipline

3 years of experience in Marketing

Communications, preferably in multinational environment

Intermediate



## Job Opportunity Detail

level knowledge of Microsoft Office Suite of products (Word, Excel)

Strong

PowerPoint presentation preparation skills

Graphic

design programmes (Adobe, Photoshop, Illustrator or In Design) -

preferable

Knowledge

of HTML preferable

Skills

and Knowledge

Strong written and verbal

communication skills with an eye for detail

A creative flair

Strong organizational skills

Skills

in corporate design and web based marketing preferable

Strong command of English both written

and spoken essential

Italian speaking preferable

Preference shall

be granted to

European applicants, holders of a valid Swiss working authorization

**Contact Person E-Mail:**

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