

# OVALmedia

**Role** | Communication & Localization Intern

**Minimum Duration:** 3 Months

**Remuneration:** 400 EUR per month

## JOB DESCRIPTION

### Your tasks:

- Handle the transcription, translation and subtitling of our content
- Keep a clear overview and stay updated on the workflow and deliverables
- Coordinate with post-production colleagues
- Ensure deliverables are on time and according to our standards
- Manage social media accounts (including strategy, publishing, community management)

### Your Skills:

- Near-native level German and/or English AND native in at least one (more than one is a huge advantage) of the following languages : French, Italian, Spanish and Arabic
- You have an eye for detail and cultural or other nuances

### Your Profile:

- Flexible, have the ability to prioritise and handle several responsibilities at once
- Embrace learning curves and have the ability to research and learn new software quickly
- Able to identify problems, find efficient solutions, and know when it is better to ask for help
- Organized and a motivated initiator with a collaborative team attitude
- Able to anticipate challenges and solve issues before they occur
- Motivated and result-oriented
- A free thinker that is curious about the world and, whether it is easy for you or difficult, you constantly strive to be open for different perspectives

### What We Offer:

- Flat Hierarchy
- A diverse, multicultural team
- Possibility of staying on long-term upon completion of internship

Above all, *you care*. You are not just looking to clock-in 9 to 5. You are results oriented and want to have an impact.

**Contact** | [Anad@oval.media](mailto:Anad@oval.media)