



# ArcelorMittal

ArcelorMittal is the world's leading steel and mining company. Guided by a philosophy to produce safe, sustainable steel, it is the leading supplier of quality steel products in all major markets including automotive, construction, household appliances and packaging. ArcelorMittal operates in 60 countries and employs about 222,000 people worldwide.

**ArcelorMittal Luxembourg** is looking for an intern profile:

## **Internal Communication Intern**

*Stationed in our headquarter - Luxembourg center*

**Mandatory**: internship proposal is valid only under School agreement

### **Mission**

The intern will be part of the Europe Internal Communications team and will gain hands-on experience in applying his/her communication/marcomm studies. She/ He will help in conceiving, developing, implementing and measuring internal communications/ other communications strategy and tactics. She/He will be responsible in supporting editorial work, IC projects and other internal communication campaigns/communications projects, in further developing communication tools and processes and in interacting as an internal consultant to all stakeholders as defined by the Internal Communications department of ArcelorMittal Europe. The remit is Europe-wide at ArcelorMittal and he/she will also have an opportunity to interact with our Corporate Communications department and team.

### **Perimeter of influence**

The intern's area of interaction includes working in the IC team of ArcelorMittal Europe , together with our European Communication network in countries and sites(14 countries, 230 sites) and with other transversal functions that we support in terms of Internal Communication projects and campaigns- HR, IT, Health & Safety, Corporate Responsibility, Purchasing, Innovation and Strategy.

### **Main accountabilities**

- Editorial support to all Internal communication publications- newsletter, articles, stories, posters
- Intranet - update of information
- Preparing and managing projects and campaigns for transversal functions- HR, IT Health and safety
- Preparing and supporting Events, Conferences, Webinars and webcasts
  
- Managing photo gallery and SharePoint updates, calendar of events; managing feedback and

surveys

- Adhering and acquiring knowledge of brand guidelines and doing brand audits on internal communication tools and processes

**Education & experience (ideally required)**

- Minimum 2 years of higher education ,preferably with some experience in a communication, brand,marketing,comms project;

- International exposure, cross-cultural sensitivity, excellent command over English (spoken and written) is mandatory ; knowledge of technology and MS Office ( Excel, PowerPoint) and communication tools like Indesign, Photoshop, Illustrator.

**This is an excellent opportunity for you to work in an international company like ArcelorMittal and gain exposure to a dynamic, multicultural work environment and "lead" communication projects that will enhance your leadership and team-working skills.**

**Assignment duration**

This assignment is of a **minimum duration of 6 months**

En rejoignant notre structure, vous rejoignez un groupe international et leader mondial dans la production d'acier. Vous découvrirez également une culture d'entrepreneur, d'autonomie, de confiance et de stabilité.

**Envoyez votre CV et lettre de motivation à : [emilie.goepfert@arcelormittal.com](mailto:emilie.goepfert@arcelormittal.com)**