

Digital Communications Project Assistant

Tipik is a Brussels-based consultancy providing integrated communication & legal services to the EU institutions and other public organisations. We're looking for **Digital Communications Project Assistants** to join our dynamic team to help deliver digital events and integrated campaigns for our EU clients. Interested in European affairs? Keen to get involved in comms? This could be the job for you.

Role

You'll work in a team to help Project Managers and specialised units deliver innovative pan-European digital communication campaigns, digital and hybrid events, effective stakeholder management, media outreach, award ceremonies, etc.

Requirements & Skills

- University degree or equivalent experience in the field.
- Good organisation and communication skills.
- Ability to work on different projects in parallel.
- Good sense of team spirit and quick learner.
- Good knowledge of English.
- Knowledge of the European institutions is a plus.

What we offer

- A collaborative culture based on trust and honesty.
- A great team spirit and an environment that gives staff the opportunity to take initiatives.
- A flexible work environment for a healthy work-life balance.
- A competitive salary package with health insurance.
- Meal vouchers.

How to apply

Please send your CV and covering letter in English to jobs@tipik.eu. Only short-listed candidates will be contacted.

GDPR

Tipik Communication Agency is committed to protecting your privacy. We will always keep your personal data safe and will aim to comply with applicable data protection legislation, including the EU [General Data Protection Regulation](#) 2016/679 and the Belgian data privacy act of 8 December 1992 ([FR/NL](#)).

We do not store CVs of rejected job applicants, unless the individual has given us his/her consent, in which case it will be stored for a maximum period of one year. Please specify this in your CV and covering letter.