

The Embassy of the Federal Republic of Germany

has a vacancy for

a Public Relations and Social Media Officer

The position (41 working hours per week) is to be filled **as soon as possible**. Employment is subject to South African law and remuneration is customary to South African standards and according to the Embassy's salary scheme.

Main duties:

- Manage, develop and implement regional communication campaigns for the German Information Centre at the German Embassy Pretoria, in collaboration with the German Foreign Office, regional partners and communication experts
- Steer the development and implementation of PR strategies for on- and offline outreach
- Manage content for websites and social media; work with a pool of international freelancers
- Coordinate with the Foreign Office in Berlin as well as with German institutions and international actors in various African countries
- Contribute to the daily running of the German Information Centre

Requirements:

- Candidates should have a B.A. degree in journalism, communications, international relations or a related subject and a minimum of 3 years work experience or a B.A. degree in any other field and a minimum of 3 years work experience in communications. Advanced degrees a plus but not required.
- Excellent proficiency in English (oral and written), proficiency in German would be a great advantage
- Experience in international communications and public relations
- Understanding for institutional procedures
- Experience in the field of journalism or other writing, editing and technical digital skills
- The applicant should have strong communication and organizational skills. The applicant should be able to work in a team, cope with pressure
- Work experience in other African countries would be an advantage but is not mandatory
- Valid residence and work permit for South Africa

Your written application should include a summary of your professional background and previous job experiences, qualifications and a photo.

Suitable candidates will be invited to a written selection test and a personal interview– both will probably take place beginning of March 2019.

Please send your application by 28 February 2019 exclusively by email to the Embassy of the Federal Republic of Germany – info@pretoria.diplo.de