

HR Generalist Internship

Location: London

Contact: internship@creativecultureint.com

Compensation: Unpaid. Expenses (commuting, events and client meetings)

Duration: 4–6 months

Reference: HRINT2021

Job Type: Internship (Full Time)

Starting date: Summer 2021

The company:

Creative Culture is a fast-growing language and cultural consultancy. We help brands and creative agencies roll-out effective marketing, communications, advertising campaigns, and strategies globally. To do so, we benefit from an international network of over 2,500 creative, cultural, and language specialists around the world, which we manage centrally from our London office.

We offer transcreation services as well as local market intelligence, cross-cultural audits, global content, and local engagement solutions (copywriting, SEO, transcreation, community management, influencer strategy) among others. Our clients include AXA, Burger King, Hyatt, L’Oreal, Nike, and PayPal.

For more information visit www.creativecultureint.com.

The role:

We are looking for an intern who will be involved in a range of HR projects and who will help improve the processes in place while bringing new ideas to the table.

The internship programmes at Creative Culture last between 4 and 6 months.

During the internship you can expect to be involved in the following areas:

- Support in the employee engagement programme: involvement in the improvement of professional development tools, supporting the internal training calendar, managing employees surveys, virtual activities with the team etc.
- Support in CSR strategy implementation: implementing and suggesting new initiatives such as mentoring, volunteering, and wellbeing policies, in line with our CSR strategy.
- HR processes improvement: suggesting new ideas to streamline HR processes and to improve the efficiency and effectiveness of our processes.
- Support in the recruitment of new team members: identifying the most relevant profiles according to the needs of the team and organising interviews.
- Involvement in other HR-related projects: relationship with universities, employees’ benefits, training, etc.

Benefits:

Creative Culture is a small-sized company with a young and multicultural team, you can expect to:

- Receive structured training and development opportunities.
- Gain valuable professional experience in various areas.
- Have the opportunity to work with people from different countries.
- Work towards objectives while tracking your progress.
- Be involved proactively in the company's growth.

The Candidate:

We are looking for a candidate who wants hands-on experience and a role which grows within a fast-paced environment.

Requirements:

- Your English must be native or highly proficient.
- Experience/university background in HR, recruitment, languages, or marketing are recommended.
- Strong interest in HR.
- Proficiency in Microsoft Office Package is required.
- Good communication, attention to detail, and people skills.
- Pro-activity, accountability, and solution-seeking skills.
- Ability to work independently against tight deadlines and also as part of a team.

Your Application:

Please apply in English and send your updated CV and a cover letter to internship@creativecultureint.com, including the following reference for the internship "HRINT2021".

Applications without a cover letter will not be considered.