



**Brandit Communications** - PR and Branding agency - headquartered in Bangalore is looking for Interns - unpaid - on a project basis in Mumbai and Delhi - to work from home - Mobile phone charges will be taken care of since the work involves phone calls. As and when the intern has to travel from one place to another for work - the conveyance for the same will be reimbursed.

## **Job brief**

We are seeking a Public Relations Intern, who is full of creative ideas and eager to contribute on a large scale.

The intern will gain visibility into the inner workings and aspects of the public relations field provide concrete deliverables and learn from top to bottom.

When the internship is completed you will be ready to enter any fast paced PR firm.

## **Responsibilities:**

- Fully support company's PR strategy and execute it in different phases.
- Create and curate engaging content.
- Communicate and build relationships with current or prospect clients.
- Effectively utilize company's social media and blogs.
- Create and distribute press releases.
- Assist in administrative duties.
- Build and update media lists and databases.
- Schedule, coordinate and attend various events.
- Perform research and market analysis activities, make cold calls to new clients for prospects.

**Requirements:**

- Strong desire to learn along with professional drive.
- Solid understanding of the different social networks.
- Excellent verbal and written communication skills.
- Efficiency at MS Office.
- Passion for the PR industry and its best practices.
- Current enrolment in a related BS or Masters university/college.

**For more detail you can visit our site:** [branditcommunications.com](http://branditcommunications.com)