

# APPLY NOW TO TRANSFORM TRANSPORTATION.



**TRATON**  
G R O U P

## Associate to Head of Group Communications & Governmental Relations (m/f/d)

**TRATON** is a wholly-owned subsidiary of Volkswagen AG and a leading commercial vehicle manufacturer worldwide with its MAN, Scania, Volkswagen Caminhões e Ônibus, and RIO brands. In 2017, TRATON GROUP's brands sold around 205,000 vehicles in total. Its offering comprises light-duty commercial vehicles, trucks, and buses which are produced at 30 sites in 18 countries.

The Company had a workforce of around 81,000 worldwide across its commercial vehicle brands as of December 31, 2017. The Group seeks to realign the transportation system through its products, its services, and as a partner for its customers.

### Your tasks

- “Chief of staff” and personal assistance to the head of Group Communications for all matters within the department
- Self-reliant coordination and conduction of projects with complex structures and high importance for the Group in the field of brand management, communications, external affairs
- Alignment of strategic communication matters cross brands and cross departments within the Group
- Development and elaboration of decision making presentations for board meetings or other strategic meetings
- Leading the task controlling and structuring of the department and team processes
- Relationship-building and close alignment with the executive assistances of the TRATON CEO, CFO, general secretaries, other direct reports, Volkswagen AG and external consultancies

### Your profile

- Professional experience: Master degree in business administration, economics or other discipline
- 3-5 years of working experience in a challenging environment
- Very good project management and high level team work skills
- Exceptional willingness to perform and learn
- Strong attitude towards loyalty, trust and responsibility
- High resilience, self-motivated and self-responsible acting
- Very good spoken and written expression style and editorial abilities – at least in German and English
- Inquisitive personality with dedication to work in a start-up environment

### More information

TRATON GROUP has this vacancy in Munich, starting January 1<sup>st</sup> 2019.

For more details please contact us at [jobs@traton.com](mailto:jobs@traton.com).

### Application

We look forward to receiving your full application indicating the complete job title via e-mail at [jobs@traton.com](mailto:jobs@traton.com).