



ERASMUS+ PLACEMENT OFFER IN BULGARIA

EMPLOYER INFORMATION	
Name of organization	OptiLocal Ltd.
Address	7 Vasil Aprilov
Postal Code	9000
City	Varna
Country	Bulgaria
Telephone	+359898241829
Fax	
E-mail	vik@optilocal.org
Website	www.optilocal.org
Number of employees	23
Year of foundation	2011
Contact person	Viktor Vasilev
Department / Function	Management
Direct telephone number	+359898241829
Direct mobile	+359898241829
Direct e-mail address	vik@optilocal.org
Short Description of the Company	OptiLocal is a digital marketing agency providing a variety of services for small and medium businesses mainly in the United States and Canada. It was founded in 2011 and has organically (without external funding) grown since to become one of the leading digital marketing agencies in Varna, Bulgaria.

PLACEMENT INFORMATION	
Department / Function	Marketing / Marketing Specialist Assistant
Description of activities	Daily assistance to the Marketing Specialists.

	<p>Go through a training in digital marketing.</p> <p>Learn about marketing, social media, and SEO techniques. Be exposed to project management best practices and procedures.</p> <p>Help with creating and implementing a long-term marketing strategy for OptiLocal. Communicate with clients to further understand our target group's needs. Create and improve company documentation.</p>
Duration	Min 3 months
Working hours / Weekly hours	8h per day; 40 h per week
City	Varna
Help with finding Accommodation	Yes
Financial Contribution	No
Other	This is an unpaid position. ONLY candidates eligible for scholarships (Leonardo, Erasmus, etc...) will be considered.

REQUIREMENTS

Oral and written language skills	<p>English (level: C2)</p> <p>Knowledge of other EU languages welcome</p>
Computer skills	Good knowledge of Microsoft Office tools
Other	Time management, communication skills (both written and spoken), pro-activity, accuracy, sense of responsibility and efficiency

APPLICATION

Please send your CV and Motivation letter to vik@optilocal.org by 01 June 2015