

## Vacancy

# COMMUNICATION SPECIALIST

**Rail Baltica** is the largest Baltic transport infrastructure project that will create the North – East economic corridor. It will be an electrified, high speed railway line with modern infrastructure for passenger and freight services, ensuring environmentally friendly and fast transportation from Tallinn to the Lithuanian-Polish border. Rail Baltica will connect the Baltic States with Central and Western Europe. The project is largely co-financed by the European Union. It must be well-governed, with clear financial flows and procurement systems. RB Rail AS is looking for a new enthusiastic **COLLEAGUE** to join our growing Communications team in a position of **COMMUNICATIONS SPECIALIST**.

Our ambition is to plan, monitor and control the delivery the new best-in-class, innovative, environmentally friendly railway infrastructure with cost competitive technical solution in the region to improve the long-term well-being of the society of the Baltic States and European community. We plan, develop and manage all technical aspects of entire Rail Baltica project to achieve cross-border interoperability. RB Rail AS is the three Baltic States' joint venture, it was established in October 2014 and is registered in Latvia. Main business of the joint venture is the design, construction and marketing of the railway. RB Rail acts as a main coordinator of the project.

## SUMMARY

Communications Specialist will be responsible for the Project's digital communication and public information campaigns. In particular, he/she will have to manage the Global Project's website, social media channels as well as plan and implement public information activities in close collaboration with Estonia, Latvia and Lithuania national project implementers and other stakeholders.

## REQUIREMENTS

- Working experience in social media marketing or as a digital media specialist (incl. experience in social networking and social analytic tools)
- Excellent writing, text editing, presentation and communication skills
- Experience in photo/video editing is considered as beneficial
- Good experience in web administration and understanding of web design, web development SEO processes
- Resilience, agile working, team spirit
- Fluency in English and one of three Baltic languages
- BS in Communications, Public Relations, Marketing or New Media is preferred
- Experience in working with international companies or with large scale cross-border projects is considered beneficial

## RESPONSIBILITIES

- Execute and update of social media strategy through research, platform determination, benchmarking, messaging and audience identification
- Generate, edit, publish and share daily content (original text, images, video, etc.) in coordination with Baltic team members that builds meaningful connections and provides trustworthy information
- Set up and optimize company webpage in order to increase project's global visibility
- Moderate all user-generated content in line with the moderation policy for each community or stakeholder group
- Manage the work of digital agency
- Take active role in planning and implementing public information activities and campaigns
- Prepare information visual materials for the digital communication and presentations
- Execute other tasks related to Corporate Communications

## OFFICE LOCATION

Located in Riga and flexibility to work from other RB Rail offices (Vilnius or Tallinn), when required.

## SALARY

Starting from 1700 EUR gross.

## APPLICATION PROCESS

If you feel that your experience and personality match the respective position and you are willing to be a part of the challenging and unique project, please, send your Motivation letter and Resume (CV) in English with the subject "Communications Specialist" till 21 July 2020 to e-mail: [job@railbaltica.org](mailto:job@railbaltica.org)

By submitting this application (CV, motivation letter, etc) the applicant provides the authorisation for the processing of personal data by RB Rail AS ("Controller"). The personal data indicated in the application documents will be processed for the purposes of the recruitment and hiring processes only as is legally permissible under Art. 6(1)(f) of Regulation (EU) 2016/679 (General Data Protection Regulation).



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