



The Consilio Consulting Bulgaria EOOD is searching for a

## Marketing Assistant (m/f/d)



Sofia (Bulgaria)

### YOUR TASKS

As a Marketing Assistant, you play a key role in shaping CONSILIO's visual identity. You combine creativity with a strong sense of design and transform our content into professional, brand-compliant formats

- Designing and revising PowerPoint presentations in line with corporate design guidelines
- Creating and adapting charts, templates, and layouts for Office applications such as PowerPoint and Word
- Enhancing and maintaining add-ins and tools such as empower to ensure an efficient and consistent implementation of our brand standards
- Designing and formatting comprehensive Word documents for internal and external communications
- Editing, optimizing, and maintaining web graphics and visual assets for various digital channels
- Collaborating with marketing, sales, and business departments to ensure a consistent visual appearance of the CONSILIO brand

### YOUR TALENTS

- Several years of hands-on experience in graphic design, visual communication, or media design, ideally within a corporate environment
- Proficient in Adobe Creative Cloud, especially Photoshop, Premiere Pro, and InDesign, with strong skills in Microsoft Office 365 and ideally Canva
- Creativity and a keen eye for design, color, typography, and brand aesthetics
- Structured, self-reliant work approach with high attention to detail and a strong sense of quality
- Confident communication skills in German and English (C1 level) and enthusiasm for working with cross-functional teams

### YOUR BENEFITS



### WHO WE ARE

**CONSILIO** offers companies excellent consulting services in the digitalization and automation of company-wide business processes. Our consultants combine process-oriented and functional technical SAP application know-how with the aim of improving the competitiveness of companies through the effective and efficient use of standard software. Well-known national and international companies place their trust in us and build on our many years of experience, competence and innovative strength. Because we understand them.

### QUESTIONS?



**Your Contact:**

**Theresa Taeubrich**

Talent Acquisition Specialist

