



Internship Opportunity

ADMATIC

CEO of ADMATIC group and current parent Michael Ungerboeck is offering a graduate marketing internship at ADMATIC, a Media Advertising Agency. ADMATIC is a digital, audience lead agency with the objective of understanding and engaging existing and potential customers through a singular view of their interaction, with media, message, platforms and brand assets, which in turn drives our client's demonstrable growth.

Details

Location: Darlinghurst Sydney or Richmond Melbourne

Type of Internship: Full-time over university summer vacation

Commitment: Preferably Monday to Friday, 9am to 5pm

Website: <https://www.admatic.com.au/>

Responsibilities:

Digital marketing, Ad Operations, Marketing Coordinator functions including:

- Develop budget management skills for marketing campaigns, ensuring strategies are applied into marketing platforms such as google Adwords, Facebook, and LinkedIn
- Daily campaign performance monitoring, identifying, and raising fluctuations to your line manager.
- Set up and implement new campaign builds independently and to best practice to meet campaign goals
- Develop a solid understanding of how digital marketing works
- Supporting Performance Specialists in managing campaigns to meet client objectives and drive maximum return on investment
- Support the wider team without supervision, from ad operations, client service and campaign activations

- Responsible for updating key team admin documents (WIPs, notes in reports), ensuring that all key documents are kept in a structured manner in respective client folders.
- Responsible for independently producing client reports to 100% accuracy

Skills and Attributes

- Enthusiasm for digital marketing and technology, with a thirst for learning new skills and knowledge
- Proficiency with numbers and analytical thinking
- Comfortable working with data in Excel to analyse and produce reports
- Must be self-motivated and able to take the initiative to get the job done in a small team
- Ability to adapt and thrive in a fast-paced environment, handling multiple competing priorities while maintaining attention to detail.
- Intermediate working knowledge of Microsoft Office applications, especially Excel
- Related marketing work experience highly regarded
- Collaborative team player and high level of empathy and regard for your fellow ADMATICian
- Attention to detail
- Great communicator

Application process

Please prepare a resume as well as a covering letter stipulating your interest in the above internship and your suitability for this role.

Submit your application in a Word or PDF format to Skye Barry, Ascham Community Relations Manager, via email at community@ascham.nsw.edu.au

The resume should include:

- Any relevant work experience
- A minimum of two references (employment references are preferred but not essential)
- Contact details
- Availability for the role in 2021/2022

Shortlisted candidates will be contacted by the host company.

Remuneration, timing and 2021 commencement date for the internship will be negotiated directly between the successful candidate and host company. Please note the internship is first and foremost a learning experience. The benefits of the opportunity afforded to the intern will be considered in the remuneration.

Applications close 5pm, Friday 13 August 2021