

# Corporate Communication Coordinator



Locatie **Gelderland, Putten**  
<https://www.advertentiax.nl/x-1581265-z>

Wat je gaat doen

We are currently seeking a dedicated and skilled Corporate Communication Coordinator to join our dynamic team in the Corporate Communication Department. As a Corporate Communication Coordinator, you will play a vital role in coordinating and implementing effective communication strategies for both internal and external stakeholders. Your primary responsibility will be to support the Department Manager Corporate Communication in achieving consistent messaging and a positive image of the company.

Your responsibilities include:

- Collaborate with internal and external stakeholders to create, plan, and coordinate content for various communication channels such as corporate websites, media sites, Revs+, LinkedIn, etc.
- Ensure that corporate news is consistently updated and relevant through regular checks of EU countries' corporate websites, liaising with stakeholders, and preparing a progressive 3-month rolling PR communication plan.
- Execute the communication plan, including coordination with YMC/countries, translations, and go-live activities, while reflecting the company's brand identity and values.
- Plan, coordinate, and execute in-house corporate video productions.
- Coordinate the planning and execution of the Yamaha Day event.
- Facilitate agency coordination throughout the creative process, from briefing to deliverables.
- Ensure project execution adheres to company policies and guidelines.
- Maintain, roll-out, and monitor the company's Visual Identity (VI), supporting stakeholders in their day-to-day VI application requests to maintain consistent branding.
- Assist in the execution of Global Yamaha Way workshops.
- Maintain budget control for corporate communication activities.
- Handle any other assigned corporate communication projects effectively.

Wat we je bieden:

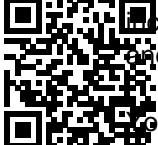


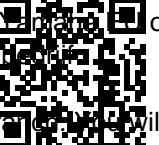






- A contract for 6 months with opportunity to become permanent dependent upon evaluation at the end of the period.
- A salary between €3700,00 and €4400,00 a month, based on your level of experience.
- Reimbursement for travel expenses and working from home.
- International career opportunities / dynamic work environment.
- The choice between paid weekly or every four weeks.
- A fulltime job for 40 hours a week.

Funcie-eisen:

- You have a bachelor's or master's degree, preferably in Corporate Communication or Business Administration.
- You have at least 3 years' experience with a corporate communication job or similar job.
- You have a creative mind-set with functional knowledge in the field of:
  - various online/offline and internal/external communication and setting up surveys
- Excellent analytical and organizational skills; ability to determine the best (internal/external) communication strategy including channels to use and then execute this.
- Enthusiastic, proactive, discrete, service-minded, self-sustaining team player with the ability to set priorities.
- Excellent communicational skills: ability to interact with various internal/external stakeholders in a natural way, including stakeholders in various fields of the company, organizational agency, and both within and globally.
- A high fluency in English, French, and/or German language is desirable over others.

You will join a worldwide planning & coordinator based in Putten. You will work at our headquarter in Putten, Rijksweg 1581. The location is easily accessible from Amsterdam, Utrecht, Rotterdam.

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