



The Stockholm School of Economics in Riga (SSE Riga) is a business school in Riga, Latvia, founded in 1994. Over the years it has acquired a reputation as the leading business school in the region. According to the prestigious Financial Times Ranking of Top European Business Schools, SSE Riga, as part of the SSE Group, is the #1 business school in the Baltic and Nordic region. SSE Riga educates future leaders who will use their potential to engage with businesses and society to make a valuable difference. In 2018, SSE Riga was ranked as the most valued business and economics study programme by employers in Latvia.

Due to the dynamic development of the education sector and expansion into new markets, SSE Riga is looking for an additional team member in the marketing and student recruitment team.

## Recruitment Marketing Coordinator

- Are you a pro-active, dynamic and organized **marketing, PR and/or communication** specialist with 2-5 years experience?
- Do you enjoy **brainstorming** and putting ideas into **action**?
- Are you passionate about **working with young people**?
- Do you like to **present** in front of an audience?
- Do you have experience in **organizing events**?
- Are you able to contend with **pressing deadlines**?
- Do you like international environments where you need to use your excellent **Latvian, English & Russian** language skills?
- Do you enjoy **traveling**?

If the answers are “yes” and you are looking for a new professional challenge, we encourage you to apply!

The Recruitment Marketing Coordinator’s main responsibility will be coordination of recruitment activities in line with SSE Riga’s recruitment and outreach strategy, engaging the student and alumni community and enhancing SSE Riga’s position in the region.

### We offer:

- Dynamic and challenging work with a highly professional and friendly team
- An inspiring work environment with English as a working language
- The opportunity to boost your international experience and expand your skill set
- Health insurance after the probation period
- An office in the most beautiful Art Nouveau building in Riga (Strēlnieku 4a)

**The application deadline is November 30<sup>th</sup>**, but we will interview qualified candidates as applications arrive.

Early applications are encouraged.

**Start date: as soon as possible.**

If you find that the role matches your interests and experience, please send a CV and application letter to [kata.fredheim@sseriga.edu](mailto:kata.fredheim@sseriga.edu)

We will be in touch with qualified candidates to schedule an interview.