

»Maybe tomorrow passion will be the ultimate skill.«

Fang

Innovation Management Cooking



Tomorrow is our home.

Enjoy the inspiring environment that enables you to realize your potential at BSH Home Appliances Group: As a leading manufacturer of home appliances and solutions, we improve people's quality of life and enjoy the trust of millions of consumers. Whether it is one of our global brands – Bosch, Siemens, Gaggenau and Neff – or a local brand, they all thrive on the excellence of our teams. Different individuals, united by a common goal, contribute their personal skills and passion. We are determined to empower each one of them. Join us now and give your career a home.

Corporate Communication Specialist & Executive Assistant (m/f/d)

BSH Elettrodomestici S.p.A. | Full time |
Milano

YOUR RESPONSIBILITIES

While your primary focus will be on leading our corporate communication and event strategy in Italy, you will also act as a key partner to our CEO, an international executive.

- / Manage media relations, draft and distribute press releases, articles, and other press materials to enhance BSH's corporate reputation
- / Develop and execute the internal and external communication strategy for BSH Italy, in alignment with global corporate guidelines
- / Manage corporate events, overseeing logistics, from budget and vendor management to on-site execution, ensuring a flawless brand experience.
- / Agenda & Travel: Provide focused management of the CEO's calendar and coordinate complex national and international travel arrangements
- / Communication Gateway: Act as a professional and efficient point of contact for the CEO office, handling correspondence and inquiries with discretion

YOUR BENEFITS

- / Hybrid working
- / MBO Bonus scheme
- / Flexible benefit (welfare online platform)
- / Ticket restaurants
- / Occupational and non-occupational insurance for accidents and permanent disability

YOUR PROFILE

- / 3-5+ years of experience in corporate communications and/or event management within an international corporate setting.
- / Experience in an executive support role is a strong advantage
- / Fluency in Italian and English (written and spoken) is mandatory.
- / Outstanding ability to create clear, impactful communications for diverse audiences across different channels
- / You are reliable, professional, and can handle confidential information with absolute integrity.

FURTHER INFORMATION

Please visit bsh-group.com/career. We would love to welcome you in our team!

Find a new home for your professional ambitions:

Apply online now

In BSH, la diversità e l'inclusione sono valori fondamentali che plasmano la nostra cultura aziendale. Apprezziamo l'unicità di ognuno e consideriamo la diversità dei nostri dipendenti come una chiave del nostro successo. Indipendentemente dal genere, origine, religione, orientamento sessuale, disabilità o età, accogliamo con grande entusiasmo ogni singola candidatura..

Home appliances under the brands:



BOSCH

SIEMENS

GAGGENAU



NEFF