

## Job description Founders Office

### Key requirements

- Prior internship experience in Founders Office, Marketing, Strategy, Digital media or similar role is preferable.
- A flair for communication and a passion for AI, digital media, and new-age brands.
- Strong research, organizational, and problem-solving skills.
- Curiosity is your biggest qualification and love for building, experimenting, and learning on the go.
- Ability to handle fast-paced, unstructured environments and still deliver results.

### Key responsibilities

- Support strategy discussions, presentations, and decision-making with data-driven insights.
- Manage cross-functional coordination to ensure smooth execution of campaigns and projects.
- Contribute to content creation, social media execution, and research.
- Work directly with the founders and core team on high-impact projects.
- Bring fresh ideas to the table and see them come to life quickly.



White Rivers Media, Sahney Compound, Above DHL, Next to Vidyavihar Station West, Mumbai.



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