

Job Title:	Internal Communications Manager	Position Type:	Permanent Full-time
Location:	KBRS Melksham		
Department:	Sales and Marketiukng		
Job Description:			
Purpose of position:	<ul style="list-style-type: none"> • Support the development of the vision and strategy with the Senior Management Team and manage its activation and communication across our organisation. • Build employee engagement across the Knorr-Bremse (UK) Ltd. business, ensuring employees are kept informed and inspired by the vision, products, and projects. 		
Training/Education:	<ul style="list-style-type: none"> • Skilled in building and managing internal communications strategies and activities. • Confident communicator with excellent written and verbal communication skills. • Ability to work well with multiple stakeholders, including senior executives. • Great at finding the story – identifying networks and building relationships to gather articles and case studies. • Creative copywriting skills, with the ability to translate complex topics into audience-appropriate messaging. • Self-motivated with the ability to work on your initiative to meet deadlines. • Excellent team player. 		
Professional experience and / or qualifications:	<ul style="list-style-type: none"> • Management and activation of internal communications strategy in a B2B company. • Industrial/manufacturing/rail industry experience would be useful. 		
Additional skills and requirements (IT, languages, extensive travel, Etc.):	<ul style="list-style-type: none"> • Proven experience working in an internal communications role. • Building and managing internal communication strategies. • Improving engagement across different levels in an organisation. • Developing content plans to deliver regular proactive communications. • Understanding communication channels’ strengths and weaknesses. • Building case studies and communications around values and behaviours. • Using insight and feedback to drive improvements. 		
Responsibility for personnel:	None		
Indicative main responsibilities / duties (5-9 key outputs):			
<ul style="list-style-type: none"> • Support the development and communication of the vision and strategy. • Build the Knorr-Bremse internal communications strategy. • Plan and manage the internal communications content plan. 			

- Generate and publish a regular and consistent flow of communications.
- Plan, edit and write content, aligning with guidelines and approvals processes.
- Manage the employee intranet.
- Write and deliver presentations at company events - Town Halls and awards.

Applying for this position:**By email:**

Please send your CV and Covering Letter to:

MLK.Recruitment@knorr-bremse.com

Please include the '**Job Title**' in the email subject.