

## Internship at award winning social business

Company: Ruby Life Ltd.

Location: Barcelona Office, Spain

Hours: Full Time / 40h per week

Salary: Unpaid position but small allowance is offered as support

Start date: June 25th or latest August 1st, 2018

Duration: 6 months

### Who are we?

We are an award winning social business from the UK, working internationally with our main office in Barcelona, Spain. We sell and distribute Ruby Cup, a menstrual cup, both online and offline. We also run donation programmes in East Africa and beyond. Our office space in Barcelona is called [CREC](#), in the neighborhood of Poble Sec. We're a young and dynamic team spread out across the globe. If you join us you'll get to know some of us at the Barcelona office and some of us online. We believe doing business and doing good at the same time goes hand in hand. We work hard but also love having fun.

### Job description:

We are looking for an enthusiastic and positive person, who wants to learn and also contribute to the daily management and development of the business. Our community and customers speak many languages with the main ones being English and German, so it's a requirement that you are fluent in both (written and spoken). You'll be introduced to all areas of the business and we will as widely as possible welcome your wishes and interests as well. Your main tasks during your internship will be:

- Daily customer service
- Assisting with Business Development projects
- Assisting with Content Marketing tasks
- Ad-hoc administrative tasks

### Who are you?

- You enjoy customer contact and delivering excellent customer service
- You are systematic, efficient and don't need micro-managing
- You are flexible and enjoy a dynamic working environment
- You are fluent in English and German both written and spoken
- You are computer/IT literate
- Some knowledge of Spanish is a plus but not a requirement

### What we offer you?

- Working with a highly motivated team dedicated to improve lives
- A steep learning curve with the option to take responsibility right from the beginning
- Acquiring skills in managing and helping our customers and community via a ticket system
- Varied tasks dealing with a sustainable product and sustainable business strategies
- Flexible working hours and a great coworking space / working environment

# RUBŪCUP

- We cover lunch and any expenses incurred by you in performing your tasks

If you are interested in this position, please send us an email with your C.V. and cover letter to [contact@rubycup.com](mailto:contact@rubycup.com). Put 'Internship 2018' in the subject line please.

We look forward to hearing from you! Greetings from the Ruby Cup team.