

## Internal Communications Manager M/F

As an operator and global integrator of mobility, Transdev empowers freedom to move everyday thanks to safe, reliable and innovative solutions that serve the common good. We are proud to provide 11 million passenger trips on average everyday thanks to efficient, easy to use and environmentally-friendly transportation services that connect people and communities. Our approach is rooted in long-term partnerships with businesses and public authorities, and in the relentless pursuit of the safest and most innovative mobility solutions. We are a team of people serving people, and mobility is what we do. Transdev is jointly held by Caisse des Dépôts Group (66%) and the Rethmann Group (34%). In 2021, with nearly 82,000 employees in 18 countries, the Group generated total revenues of €7 billion. For more information: [www.transdev.com](http://www.transdev.com)

### The position

Within the Group Communication Department, you will report to the Director of Group Internal Communication and France Communication Coordination.

Your mission is to design and manage the implementation of internal communication actions aimed at all of the Group's internal audiences with the objective of encouraging team commitment, the proper dissemination of information within the Group, and optimizing the suitability of tools, channels and messages for the various internal audiences.

Internal communication actions are based on the Group communication plan, which is structured around the priority communication themes for Transdev, as defined by the Management roadmap.

### Your missions

- Contribute to the definition of the internal communication objectives of the Group's communication plan and manage or initiate the implementation of its priority actions
- Contribute to the deployment and embodiment of Transdev's Mission Statement to all internal targets (top managers, communication network, employees)
- Support the implementation of the internal communication plan by deploying coordinated multi-channel actions:
  - Coordinate and carry out internal, face-to-face and digital events (top management convention, communication seminar, head office events, webinars) aimed at strengthening the support and commitment of internal audiences to the Group's priorities
  - Supervise the animation of the preferred internal communication channels (Intranet Hub, grouped emails, Yammer, Transdev Myapp news app)
  - Production of communication supports: (writing and direct management of tools production: visuals, internal campaigns, videos...)
  - Lead the implementation of the Group Digital Workplace project, in close liaison with the pilot countries, the HR department and the Transformation department
- Contribute to strengthening the network of international communicators and lead it for a good flow of information, alignment and communication synergies with the Group's countries and a network of internal contributors within the headquarters departments.
- Monitor the evolution of communication practices within its business scope (internal and external benchmark)

- To supervise the measurement of the effectiveness of the communication actions implemented
- Establish and manage the budget for the Group's internal communication activities
- Managing one person

**Main functional relationships**

- Communication Department
- International communication network
- Executive Committee
- Functional and operational departments at Transdev headquarters (Strategy, HR, International, IT, CSR, Purchasing, etc.)
- Communication agencies

**Your profile**

You have at least 10 years of experience in a corporate position in a similar role or in an agency with a strong expertise in internal projects and issues.

You are fully bilingual in English and French.

**Your assets**

Your ability to analyze and synthesize, your agility, your dynamism and reactivity, your curiosity, your interpersonal skills are assets for the position.

You know how to build a communication strategy and have excellent skills in written and oral communication, a good expertise in communication tools (physical and digital events, production of written and video supports, administration of internal digital tools, ... )

You enjoy working on multiple projects in parallel.

**To know more**

CDI Full time - Telecommuting possible 2 days/week

Based in Issy les Moulineaux