

Specialist for media and information services

Unfortunately, we are not offering any apprenticeships in this occupation for the 2024 recruitment year.



– What we offer you

- A three-year apprenticeship with an optimal combination of theory & practice
- A diverse range of tasks in the field of media administration and public relations
- An attractive income
- Work in a committed and open team
- Flexible working hours
- The prerequisite for a wide range of employment opportunities after training, such as in libraries, colleges and universities

– What you should bring with you

- Advanced technical college entrance qualification
- Interest in media of all kinds
- Flexibility
- Willingness to learn and perform
- Communication skills
- Diligence

– This is how the training works

The three-year apprenticeship takes place in the media centre of the city of Bocholt, with the vocational school training taking place at the [Robert-Schmidt-Berufskolleg](#) in Essen.

These are your activities:

- Researching databases and networks
- Procurement of media, information and data
- Managing media and stocks
- Securing media stocks and information carriers
- Use of information and communication systems
- Different types of public relations work
- Application of marketing strategies and tools

- Processing loans, returns, reminders and pre-orders of media

– Possible areas of employment after the training

After completing the training, various fields of employment can be found, e.g.

- in municipal and public libraries,
- in public administrations or
- at universities, museums or publishing houses

– Field reports

[Field report from Pia](#)

I will be happy to answer any further questions



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