



Account Coordinator Acquisitions

Why ViacomCBS Networks EMEAA? ViacomCBS Networks EMEAA is comprised of many of the world's most iconic consumer brands. Its portfolio includes Paramount+, Pluto TV, ViacomCBS International Studios, MTV, Nickelodeon, Comedy Central, Paramount Network, BET, Game One and J One. In addition to offering innovative streaming services and digital video products, ViacomCBS Networks EMEAA provides powerful capabilities in production, distribution and advertising solutions for partners across more than 140 countries. ViacomCBS Networks EMEAA brands are seen in more than 340 million households, via 200+ channels in more than 40 languages.

We are pioneers in creating innovative programming for all targets. Our portfolio includes Jersey Shore franchise, MTV's Ex on the beach, SpongeBob SquarePants, Paw Patrol, Blaze, Shimmer & Shine, The Daily Show with Trevor Noah, Paramount movies and many more...

VCN EMEAA embraces diversity; we are committed to create an environment of inclusion and mutual respect for all candidates and employees. With Diversity and Inclusion at the forefront of all we do, we are proud to be a mirror of the cultures and countries where we operate, Diversity & Inclusion are a key pillar for us to develop our employees, grow our business and contribute to society.

For our **Acquisitions department**, we are recruiting a full-time **Account Coordinator!**

As a member of the Acquisitions team:

As part of our Acquisitions and Content Partnerships team you will help support the department across all aspects of the acquisitions process and working as a cross departmental liaison. We are looking for a highly motivated self-starter who is looking for a career in the video streaming world.

- **Contract management:** Input, manage, and track all key deal points from content acquisition agreements including business terms, payment schedules, and additional rights and obligations.
- **Partner Reporting:** Compile and provide partners with timely reporting (revenue, viewership) and address their inbound questions and requests; directly manage a selection of partner accounts.
- **Disseminate information:** Disseminate relevant contract summaries and partner updates across key internal stakeholders including content operations, editorial, marketing, ad operations, PR, finance, and legal.
- **Research:** Conduct industry and competitive research; support creation of internal and external presentations.
- **Cross-functional:** Liaise with content operations to ensure timely and complete deliveries and contract compliance.
- **Content Evaluation:** To help where the Acquisitions team evaluates new content for the Pluto service across the EMEAA footprint.

That's why we want you to have:

- **Bachelor's Degree** is preferred (Media Studies, Audiovisual degrees, Business Administration)
- First experience in the media / entertainment sector, preferably in account management positions.

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- **Knowledge of TV/Film content acquisition and distribution** (windows, contract terminology) is valuable.
- Passionate for content, particularly for **TV, Movies and online videos**.
- Outstanding verbal and written communication skills, **excellent attention** to detail.
- Excellent organizational, **time management and prioritization skills** to effectively manage multiple concurrent tasks in a fast-paced environment.
- You have excellent English and German **language skills**.

We offer:

- Challenging job in a multicultural environment
- Unique and friendly atmosphere
- Market-leading professional development opportunities
- Competitive salary tailored to your skills and experience

Sounds good? Then feel free to apply with cover letter and CV to: Fabian.Wick@vimncontractor.com