



## Job opportunity

# TV Data Entry Specialist (Part-time)

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Global Service Center Media Measurement (GSC MM) is a global Hub located in Sofia that provides operations support for various Media products. The department services include data and systems quality control, panel helpdesk support, data processing and delivery, data analytics and data science, process automation support.

As part of the official television audience measurement study in Belgium, GfK an NIQ company has been commissioned by the CIM (Centre d'Information sur les Médias) to carry out the daily cataloguing of TV programs broadcast across various channels. We are looking for a passionate and detail-oriented TV Data Entry Specialists to join our dynamic team in Sofia.

### Responsibilities:

- Enter and validate TV data with high accuracy and attention to detail
- Ensure consistency and quality of daily data deliveries
- Work 20 hours per week (part-time), including on weekends and public holidays
- Collaborate with team members in Belgium and Bulgaria to meet tight deadlines
- Contribute to continuous improvement of data entry processes
- Act as a reference point for best practices and quality control

### Requirements:

- Experience in data entry or a similar role
- Strong interest in television
- Ability to work under pressure and meet daily deadlines
- Excellent attention to detail and organizational skills
- Team player with good communication skills
- Good level of English language (French or Dutch is a plus)

### What we offer:

*Food Vouchers | Medical Insurance | Life Insurance | Multisport card (self funded) | Hybrid model of working | Additional paid leave*



# NIQ

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