Heather & March

A leading luxury lifestyle retailing company specializing in imported European homeware is looking for:

Marketing Assistant

- Responsible for producing corporate collaterals, newsletters, presentations, press release, EDMs, website and promotional materials
- To help with product & marketing department administration work, entering customer data, to manage, maintain company's website, social media (eg, facebook, IG, Twitter, wechat..) and e-Marketing development
- Provide marketing, general product & office support for the team

Candidates should possess the following attributes:

- Diploma/University degree in Communications, Marketing or Language Studies with at least 1-2 years of working experience in lifestyle business or luxury products
- Strong proofreading, grammar, translation and copywriting skills
- Customer-oriented with strong interpersonal and communication skills
- Good command of event management and time management skills
- Team player, organized, detail-minded, proactive, stable and mature
- Excellent written and verbal English and Chinese (Cantonese and Mandarin)

We offer attractive compensation package, exciting & friendly working environment with great career prospects to the right candidate.

If interested, please email your resume to Mr. James Wong, Personnel Department at <u>hmarch@netvigator.com</u> or fax to 2151-9922. Please call for more details at 2151-9911.

- Data collected will be used for recruitment purpose only -

Heather & March

A leading luxury lifestyle retailing company specializing in imported European homeware is looking for:

Marketing Internship

- Responsible for producing corporate collaterals, newsletters, presentations, press release, EDMs, website and promotional materials
- To help with product & marketing department administration work, entering customer data, to manage, maintain company's website, social media (eg, facebook, IG, Twitter, wechat..) and e-Marketing development
- Provide marketing, general product & office support for the team

Candidates should possess the following attributes:

- Communications, Marketing or Language Studies with some summer job of working experience in lifestyle business or luxury products or marketing.
- Strong proofreading, grammar, translation and copywriting skills
- Customer-oriented with strong interpersonal and communication skills
- Good command of event management and time management skills
- Team player, organized, detail-minded, proactive, stable and mature
- Excellent written and verbal English and Chinese (Cantonese and Mandarin)

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