

Cigna International Corporation - Assistant Executive

Supervised by Manager, Product Marketing, the incumbent will assist in the implementation/ execution of business initiatives for brokers and partners.

Key Responsibilities:

- To support the implementation of various proposition and product development initiatives;
- To assist in production of BTL marketing materials including product brochure, print, digital format and website updating, etc.;
- To liaise and coordinate with external agencies and vendors for marketing activity implementation;
- To support ad-hoc projects or activities.

Qualification

- University graduate with around 1-2 years' marketing-related experience;
- Good communications skills, detail-minded, a good team player and willing to learn;
- Proficiency in PC skills (MS Word, Excel, PowerPoint & MS Chinese Word);
- Good command of both written and spoken English and Chinese;
- Fresh graduate will also be considered.

Applicants please send your CV to Carnie.Chiu@Cigna.com directly as soon as possible.