

JOB DESCRIPTION: COMMUNICATIONS STAFF

Job Title: Communications Staff

Department: Marketing

Direct Reporting Level: Marketing Manager

Job Responsibilities:

- Develop and create video scripts for platforms such as YouTube, TikTok, and company Fanpage.
- Serve as the main MC in videos.
- Propose and prepare the necessary tools, equipment, and materials for video shooting.
- Coordinate with the video shooting and editing departments to implement approved scripts.
- Collaborate with other departments as needed.
- Record and dub videos when necessary.
- Conduct livestreams as planned.

Applicant Requirements:

- Male or female, aged 21-30, with a distinctive appearance.
- Sociable, cheerful, honest, cooperative, and proactive in work.
- Creative, independent, and effective in performing tasks.
- Ability to work both independently and in a team.
- Skilled and adaptable in communication and behavior.
- Clear, fluent pronunciation with excellent speaking skills.
- Friendly, dynamic, and confident in front of the camera.
- Comfortable with livestreaming.
- Responsible and committed to completing organizational assignments.
- The company offers training in knowledge and livestreaming skills.

Benefits:

- **Salary:** Starting from 10 million VND or more, based on experience.
- 85% of the basic salary during the probationary period. After official transfer, social insurance will be covered by the company. Employees demonstrating excellent performance may be officially transferred earlier.
- Opportunities for training and promotion to higher positions.
- Work in a dynamic, youthful, and fast-growing startup environment with enthusiastic and experienced leaders who support employee development.

Work Location:

- Ho Chi Minh City: 267 Pham Van Dong, Ward 1, Go Vap District

Working Hours: Monday to Friday, from 08:30 AM to 05:30 PM

