



COMMUNICATION INTERN

1. Job Description:

- Assist in managing communication project (IMC, Social, PR, KOL)
- Assist team in producing communications content
- Manage projects by working with colleagues, vendors and supported agencies and to keep project leaders updated on campaign's status.

2. Job Requirements:

- Final year or fresh graduates in Communication, Marketing, Economics or have passion for Marketing & Communication;
- Professional verbal and written communications skills in both English & Vietnamese;
- Strong attention to details with the ability to organize and prioritize client needs in a fast-paced environment;
- Result-driven & problem-solving approach;
- Strong computer skills with proficiencies in Excel & PowerPoint and other related programs;
- Fulltime intern (03 - 06 months);
- English requirement: Working Proficiency (equivalent to IELTS 6.0).

3. Benefits:

- Professional, dynamic and empowering work environment;
- Get trained by experienced supervisors and company's leaders;
- Participate in exciting company projects and team-building activities.

4. Time and Location:

- Address: 4th Floor, 342 Ba Trieu, Hai Ba Trung, **Ha Noi**
- Time: 09:00 – 18:00, Monday – Friday.

5. Apply:

- Send your CV and Portfolio (In English) via email hr@zee.vn with title "APPLY COMMUNICATION INTERN – YOUR NAME".