



SENIOR COMMUNICATION EXECUTIVE

1. Job Description:

- Develop client's communications plan & content plan.
- Manage communications execution plan. Ensure that all projects are delivered on-time within scope, and meet required quality standards.
- Proactive to manage assigned projects directly or supervise staff members, communicate project status, team operation, issues and risks to the Manager in a timely manner to deliver excellent execution as committed to clients
- Have expertise in understanding social media & KOL platforms.
- Contribute to the development of sound Communications strategies and develop the most effective tactics.
- Develop compelling across-channel contents (Social, PR, KOL).
- Manage media booking for approved media plans.

2. Job Requirements:

- College/BA or higher degree in Marketing or related fields is an advantage but not required. Practical work experience is what we most care about.
- Experienced in Social Management & Content Strategy.
- Experienced agency side. At least 2-3 years experience
- Proficiency in English
- Persuasive presentation skills.
- Good multiple project time management
- Good team management
- Critical thinking, creativity and efficiency.
- Positive attitude, responsibility, persistence.
- Willing to learn new market trends and be self-demand

3. Benefits:

- Work in a very motivated & open working environment
- Competitive salary and bonus based on the actual performance
- Exclusive benefit packages for management level



- Social Insurance, Health Insurance as required by law
- 24/7 private Health Insurance

4. Time and Location:

- Address: 4 Floor, No.1 3/2 street, Ward 11, District 10, HCM
- Time: 09:00 – 18:00, Monday – Friday

5. Apply:

- Send your CV and Portfolio (In English) via email hr@zee.vn with title **“APPLY SENIOR COMMUNICATIONS EXECUTIVE – YOUR NAME”**.