



We are a non-governmental social service organization and our mission is to curb the spread of HIV and to provide care and support for those infected with or affected by HIV and AIDS. We are looking for the high caliber candidates and the job requirements are listed as follows:-

Assistant Marketing and Publicity Manager / Senior Officer

Duties and Responsibilities:

The Assistant Marketing and Publicity Manager will take charge of strategic development, planning and implementation of publicity and fundraising projects; communicate with the media; and support the work of the Foundation at the regional and international levels.

Requirements:

- Degree holder in Marketing, Communications or Journalism
- At least 2 years of relevant experience in public relations, marketing communications and fundraising capacity
- Proven track records in organizing public relations and fundraising events;
- Familiar with online marketing with proven track records
- Good connections with private corporations and experience in fundraising highly recommended
- Strong sense of corporate communications and brand building
- Outgoing, presentable, energetic, proactive and enthusiastic, strong leadership skills, experience in linking up external resources is essential
- Strong command of written and spoken English and Chinese, with proficiency in Putonghua is an advantage
- Working experience in NGO sector is preferred but not a must
- Candidate with less experience will be considered as the Senior Officer

Interested parties please submit an application letter and CV in English together with the present & expected salary and the availability to the Human Resources Officer, Hong Kong AIDS Foundation, by mail to 5/F, Shaukeiwan Jockey Club Clinic, 8 Chai Wan Road, Shaukeiwan, Hong Kong or by email hr@hkaf.com on or before 13 July, 2018.