



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:-

Marketing and Publicity Officer

Duties and Responsibilities:

The Marketing and Publicity Officer will take charge of assist 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 1 year of relevant experience in public relations, marketing communications and/or fundraising capacity
- Proven track records in organizing public relations and fundraising events
- Familiar with online marketing with proven track records
- Strong sense of responsibility and attentive to details
- Team player with good interpersonal and communication skills
- Reliable, open-minded, hardworking, self-motivated, creative and able to work independently under deadlines
- Computer knowledge in Ms Office (Word, Excel, Powerpoint) and Chinese typing
- Proficiency in Adobe Illustrator and Photoshop. Basic video-editing skill is a plus
- Good command of written English and Chinese
- Immediately available is highly preferred

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 Jul, 2018.