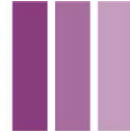


# Corporate Compliance SG

YOUR TRUSTED COMPANY SECRETARIAL PARTNER



<b>Host Employer:</b>	Corporate Compliance SG Pte Ltd
<b>Internship Position:</b>	Media Marketing Associate
<b>Industry:</b>	Management Consulting
<b>Department:</b>	Marketing
<b>Duration:</b>	3 Months
<b>Internship Location:</b>	CBD
<b>Job Code:</b>	A188
<b>Company Website:</b>	corpcompliancesg.com

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Corporate Compliance SG Pte Ltd is a leading corporate compliance firm in Singapore, offering comprehensive corporate compliance services as well as business consulting solutions to businesses of all sizes. Our experienced team takes a proactive and risk-based approach to corporate compliance, working closely with clients to identify and assess their compliance risks and develop tailored compliance solutions. We provide ongoing support to help clients stay up-to-date with the latest regulatory changes and are committed to providing the highest quality of corporate compliance services.

## Job Summary

Are you a creative and passionate marketing enthusiast seeking to gain hands-on experience in the dynamic world of media marketing? If so, this internship opportunity at Corporate Compliance SG is the perfect way to launch your career and make a significant impact on a leading business consultancy firm.

## Related Disciplines

FB, FH

## Key Duties and Responsibilities

### Job Requirements

- \* Assist in developing and executing social media marketing campaigns
- \* Create engaging and informative content for various online platforms
- \* Conduct market research and analyze social media trends
- \* Manage and optimize social media accounts
- \* Track and measure the performance of social media campaigns
- \* Contribute to the development of marketing materials and collateral
- \* Provide administrative support to the marketing team
- \* Participate in brainstorming sessions and idea generation

### Essential Attributes:

- \* Strong understanding of social media platforms and marketing principles
- \* Familiarity with digital marketing tools and analytics
- \* Excellent written and verbal communication skills
- \* Creative and innovative thinking
- \* Ability to work independently and as part of a team

\* Proficient in Microsoft Office Suite and other relevant software

**Desirable Attributes:**

Experience with graphic design and video editing

\* Understanding of search engine optimization (SEO) and pay-per-click (PPC) advertising

\* Knowledge of customer relationship management (CRM) systems

\* Experience with project management methodologies

\* Fluency in multiple languages such as English, Mandarin and Cantonese as our clientele are basically from HK and China regions

**Language Requirements**

English & Mandarin (Spoken & Written)

**Working Days and Working Hours**

5 days a week, Monday to Friday, from 9am to 6pm

**Benefits provided by Host Organisation**

Honorarium (Negotiable)