



Established in 1977 and incorporated in 2001, Hong Kong Repertory Theatre (HKRep) is the longest standing and largest professional theatre company in the city. We are recruiting a suitable candidate to fill the vacancy of:

Marketing Officer

Main Responsibilities

- Implement marketing campaigns for the Company's productions;
- Provide support to the production of marketing collaterals, working closely with design houses, advertising agencies and other printing production companies in the scope of budget and media planning and handling, tasks co-ordination, quotation bargaining and jobs monitoring;
- Assist in daily operations on key social media platforms including drafting contents and replies, editing photos, page monitoring and reports;
- Develop creative layouts and artwork in various social media platforms;
- Provide website, social media analytics and performance marketing reports in regular basis.

Requirement

- University degree in Marketing, Communications, Business Administration or in a related discipline, or equivalent;
- A minimum of 2 years' working experience in marketing, digital advertising or social media marketing;
- Excellent knowledge of advertising, production, media buying and e-marketing;
- Hands on experience on Google Ads, SEO, SEM, Google analytics;
- Well versed with design software, including Adobe Illustrator, Photoshop and/or InDesign;
- Passionate in arts and culture, be a good team player with good organizational and multi-tasking skills, initiative and creativity, with the ability to work independently and under pressure;
- Proficiency in MS Office applications and Chinese word processing;
- Excellent command of written and spoken English and Chinese, fluent Putonghua an advantage.

Remuneration Package

Remuneration package commensurate with Candidate's qualifications and experience

Fringe benefits include annual leave, MPF and medical insurance

Application

Interest parties please send an application letter with detailed resume, current and expected salaries via email to recruit@hkrep.com **on or before 17 September, 2024**. Please quote the **applied position** in email subject.

For more information on the Company, please visit <http://www.hkrep.com>. For enquiries, please call 3103 5906.

(Information provided will be treated in strict confidence and only be used for recruitment related purpose)