



R&T (Rhythm & Tempo) Limited

Marketing Officer (6 Months contract)

Key Responsibilities:

- Produce and support the implementation of marketing and promotion for the company's brand image, performances and training programme;
- Develop and execute content plans for the company's social and digital channels;
- Creating high quality and timely publicity materials for both online and offline platforms. Hands on experience with Adobe PS, AI and video editing is preferred. Collaborating with designers, photographers, videographers or other contractors when necessary;
- Handling publicity and ticketing for the company's productions;
- Perform general administrative duties and provide support to the team;
- Perform ad hoc duties as necessary.

Requirements:

- Hong Kong permanent resident aged 18 or above
- Degree graduates of local or oversea tertiary institutes or above, obtained within the last 3 school years.
- Independent, careful, honest and with good team spirit and organizational skills;
- With good interpersonal and communication skills;
- Excellent in written Chinese and English, fluent in Cantonese and English;
- Proficiency in MS Office and Google;
- Enthusiastic in performing arts;

- Experienced with use of social media applications;
- Language skills in Korean or Japanese in a plus but not necessary.

Salary and Conditions:

- Annual leave, employee's insurance, MPF, and other related welfare;
- Regular working period: 5 days per week. Working on public holidays may be required;
- Working with good performance can be rewarded with bonus.

2023/24 The Arts Talents Internship Matching Programme is supported by the Hong Kong Arts Development Council

Interested individuals may email your CV with availability to info@rnttap.com on or before 16 Jan, 2025. All information provided will be kept confidential and be only used for the recruitment purposes of the related position. For enquiries, please contact 3996 8331.

www.rnttap.com