



## Communications Intern

### Job description

The roles will take the responsibility of providing general support for communication activities both internally & externally.

#### In your new role you will:

- Maintain and manage local digital communication platforms, including site WeChat & info screen systems.
- Support content development in both Chinese & English for local mass email communication, eMag etc.
- Support on local site branding activities, e.g. poster design & production.
- Assist the execution of local HAPPY program activities.
- Provide support to the team on the organization local employee activities.
- Other tasks assigned by the manager.

### Profile

#### You are best equipped for this task if you have:

- Be outgoing, proactive and passionate.
- Have good command of both Chinese & English, especially written English.

### At a glance

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Location: **Wuxi, (China)**  
Job ID: **322388**  
Start date: **immediately**  
Entry level: **0-1 year**  
Type: **Full time**  
Contract: **Temporary**

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### Contact

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