



**TAKAFUL  
BRUNEI**

# CAREER OPPORTUNITIES

## CORPORATE MARKETING EXECUTIVE / MANAGER

### Reporting To

Head of Corporate Marketing

### General Duties and Responsibilities

- Responsible for the coordination of Corporate Communication, Marketing, and Social Media activities;
- To develop and design, concepts, materials, advertising materials, programs, press release, and others;
- To monitor and assist cooperation with event organiser and service providers;
- Development of the Company's Corporate Marketing strategy and Branding strategy;
- To monitor and manage the Company's website;
- To coordinate on all promotion activities together with TBA and TBK;
- To manage all content of the Company's website and Social Media;
- To manage marketing materials on Takaful Brunei Mobile app;
- To manage and improve the Takaful Brunei Mobile app MyRewards;
- Drafting, proposing and managing product & services campaign; and
- To manage, plan and monitor Corporate Marketing Budget and preparation of corporate Marketing monthly reports.

### Requirements

- Bachelor's Degree in Marketing, Corporate Communications, or any related/similar fields.
- Working experience in the related field is an advantage.

### Key Competencies

- Having extensive knowledge of the current online, social media and marketing trends;
- Strong communications skill;
- IT Skills;
- Ability to take responsibility;
- Excellent people, interpersonal and listening skills;
- Strong teamwork ethic;
- Self-discipline, determination and an appreciation of the demands of studying while working; and
- Dedicated, enthusiastic, hardworking, professional and eager to learn.

All applications must reach us by **3rd May 2023**

**Only short-listed candidates will be notified**