



MARS MEDIA
PRODUCTION
PRODUCTION
MARS MEDIA

Martian



Business Development

Requirements:

- Full-time
- Strong management and leadership skills
- Authoritative and Innovative
- Takes initiative
- Flexible and Adaptable
- Strong research skills
- Currently majoring in or has a business degree

Job Description:

- Manage the business side of company
- Lead and communicate with Marketing, PR, Finance, and Operations
- Create business plans
- Research and expand business model
- Develop new business proposals
- Promote company service and





商务拓展

入职要求：

- 全职
- 领导管理能力
- 果断的，创新的
- 积极主动，灵活变通
- 较强的信息收集能力
- 具有销售经验
- 具有商学院学位或就读于商学院
- 有商务拓展经验

工作内容：

- 管理公司商务
- 管理及与市场，公关，财务，运营部门沟通
- 起稿商业计划书
- 研究并拓展公司商业模式
- 制定新的商业规划
- 宣传与促进公司业务
- 与CEO保持定期的沟通，探讨商业拓展

MovieMedia Production





Marketing: Digital Marketing

Requirements:

- Around 20 hours/week
- Social media management skills
- Creative writing skills
- High productivity
- Web design/development skills
- Knowledge in design
- Creative artistic value
- Experience in marketing
- Experience in

Job Description:

- Manage the company website
- Manage the company social media platforms: Wechat, Weibo, Instagram, and Facebook, etc.
- Analyze social media data
- Create posters for events
- Create marketing plans for company business and events
- Promote company service

火星制作
Mars Media Production





市场部：数字传媒

入职要求：

- 每周工作20小时左右
- 社交媒体管理能力
- 文笔好，产量高
- 对网页设计/开发有所了解
- 对设计有所了解
- 具有艺术细胞和设计灵感
- 拥有市场经验
- 有影视/娱乐行业经验

工作内容：

- 管理公司网站
- 管理公司社交平台：微信、微博、Instagram、Facebook等等
- 研究社交平台数据
- 制作活动海报
- 制作公司各种商业及活动的宣传计划
- 宣传公司业务
- 与公关总监及首席运营官保持

市场营销与传播





Marketing: Sales

Requirements:

- Around 20 hours/week
- Socializing and outgoing
- Customer Relationship Management (CRM) skills
- Fluent in both Mandarin and English
- Experience in PR preferred
- Experience in Sales preferred
- Experience in

Job Description:

- Manage customer relationships
- Expand business relationships
- Develop local and global partnerships with other organizations, colleges, and companies.
- Promote company service and facilitate new business contracts
- Constant communication with Business Development leader





市场部：销售

入职要求：

- 每周工作20小时左右
- 性格开朗外向善于交际
- 具有客户关系管理能力
- 普通话及英语流利（同时会粤语可以加分）
- 具有公关管理经验（建议）
- 具有销售经验
- 有影视/娱乐行业经验

工作内容：

- 管理客户关系
- 扩展商业合作关系
- 拓展本地及国际商业合作伙伴
- 宣传与促进公司业务
- 与商务总监及市场总监保持定期的沟通交流

