

## **Head, Media & Comms**

### **Responsibilities:**

- Curating / planning / organising / managing content for the Corporation to be disseminated via mainstream, digital and social media – aimed at enhancing the Corporation's image, branding and positioning
- Promote and manage public view of the Corporation, products or services
- Provide advice / assistance in preparing publicity materials (press release / talking points / speeches)
- In charge of structuring and preparing key messages by Top Management to key stakeholders such as media, government officials, etc.
- Identify and evaluate new and emerging social media networking sites
- Coordinate with media and provide support in preparation of any press releases, media coverage, etc.

### **Requirements:**

- Bachelor's Degree in Corporate Communications / Public Relations or related discipline
- Possess minimum 10 years of relevant working experience in similar industry is highly desirable
- Good interpersonal and communications skills especially in dealing with stakeholders, authorities etc.
- Initiative, results driven and able to work independently.
- Team player with ability to multi-task.
- Able to work under pressure to meet tight deadlines.