



**Position: Corporate Communications Manager**

**Location: Hong Kong**

**Job Responsibilities:**

- Responsible for internal and external corporate communications, and regulatory and compliance required communications;
- Manage the release of press releases, announcements and interim and annual reports to ensure that all legal, regulatory and compliance issues are addressed in communications delivered;
- Develop and implement proactive PR plans to support the business;
- Cultivate good media relationships;
- Develop communication programs including digital media channels for effective brand marketing;
- Coordinate parties in different projects e.g. trade shows and promotion campaigns;
- Develop internal programs to instill and reinforce the corporate culture; and
- Manage ad-hoc public affairs.

**Job Requirements:**

- Bachelor Degree or above in Communication, Journalism, Business, Company Secretarial or related disciplines;
- Minimum 8 years relevant experience, with at least 3 years with HK listed companies;
- Excellent language skills including spoken and written English and Chinese;
- Strong managerial, interpersonal and project management skills;
- Experience in technology or FMCG industry is preferred; and
- Relevant investor relations experience and knowledge of HK Listing Rules are advantageous.

We offer competitive remuneration package and excellent career prospects to the right candidate. To apply, please send your full resume with current and expected salary by one of the following channels. Please quote our reference number in your application.

1. Mail: Human Resources Department, Solomon Systech Limited, 6/F, No. 3 Science Park East Avenue, Hong Kong Science Park, Shatin, N.T., or
2. E-mail: [recruit@solomon-systech.com](mailto:recruit@solomon-systech.com), or
3. Upload the resume directly by clicking the apply button on each job opening

We regret that only short-listed candidates will be notified.