



Financial Services Development Council

The Financial Services Development Council ("FSDC") was established by the HKSAR Government in January 2013. The FSDC engages the financial services industry of Hong Kong and formulates proposals to promote the further development of the industry and map out the strategic direction for the development of Hong Kong as an international financial centre.

Market Promotion Executive (Ref: MPE)

Key Responsibilities

1. Provide overall in-house graphic design support and advice, and develop style guide and templates of different applications for branding use;
2. Design or prepare design drafts for collaterals for policy research, market promotion and other purposes;
3. Support daily website and social media content update and advise on related graphic design for these platforms;
4. Provide logistic support to market promotion and industry outreach activities;
5. Provide administrative support such as procurement and expenses tracking; and
6. Perform ad-hoc duties as assigned.

Requirements

1. Diploma or equivalent; preferably in marketing, advertising, design or related discipline;

2. A minimum of 3 years' post-qualification experience in marketing, advertising or design position; hands-on experience in graphic design and past experience in supporting promotion events is an advantage;
3. A can-do, proactive team player with creative ideas, good communications skills and ability to work under tight deadlines; and
4. Conversant with popular design software.

Terms of Appointment & Package

Appointment will be offered on 3 years fixed-term contract. Fringe benefits include paid leave, medical insurance and MPF.

How to Apply

Interested candidates please send, in **not more than four pages altogether**, a letter of application and a curriculum vitae setting out the details of qualifications, previous work experience, current and expected salary **by email to recruitment@fsdc.org.hk on or before 10 March 2021**. Applicants not invited for an interview within 8 weeks from the closing date may consider their applications unsuccessful. For enquiries, please call 2493 1313.