

Regional Marketing Coordinator

Location: Hanoi, Vietnam

Report to: Head of Marketing

Blacksheep is a fast-growing international science and technology company – a great place to develop your career in Vietnam. Focusing on development of world leading products for high growth markets, the company designs, develops, and manufactures truly innovative products in Vietnam. Our projects in Vietnam range from high power electric motorbikes to medical machines, and our products are used for many scientific applications including biology, chemistry, biotech research, material sciences and scientific discovery and all need to follow ISO standards appropriate for the resulting products.

Our objective is the intention of pioneering the development of Vietnamese designed, developed, manufactured, and marketed cutting edge products with world leading performance and quality to be sold in global markets. We are looking for highly energetic, men and women to join us to drive Vietnamese engineered products to the world.

Main tasks:

The Regional Marketing Coordinator is to support regional sales in developing and executing marketing activities to ensure business goals are met. Your typical duties include but not limited to:

- Assist line manager in developing and executing local marketing initiatives to drive sales and promote brand image through event marketing (online and offline), and other marketing campaigns.
- Work with line manager to ensure all events and marketing campaigns are delivered on time and within budget.
- Collaborate with sales team to propose and oversee the production of marketing merchandise.
- Support sales team in maintaining relationships with distributors and potential customers via email marketing campaigns and lead nurturing activities.
- Work closely with line manager to supervise & keep track of the regional marketing spending.
- Provide support to line manager on ad-hoc requests on administrative or coordination requirements for specific regional marketing projects.

Required skills and capabilities:

- Bachelor's degree in any major. A degree in Biology/Chemistry is strongly preferred.
- 1-2 years of experience in a similar role. Exceptional fresh graduate can be considered.
- Proficient in English.
- Knowledge of and experience with marketing like social media, events,
- Strong computer skills, including MS Office applications, database information.
- Ability to work efficiently within a team or independently without supervision.
- Willingness to accept challenges and learn new things.

Benefit:

- Opportunity to work in an international, friendly, creative, and active environment.
- 20 days of annual leave, plus Public holidays
- Maximum 5 remote working days per month
- Flexible working hours
- Premium private insurance
- Full salary during 2-month probation
- Computer and other tools are provided
- Opportunity to approach most advanced technology in the world.

If you would like to apply for this position, please email your covering letter addressing each of the job requirements and CV to:

admin@blacksheepower.com the attention of **Ms Giang Nguyen, Operations Director**

We are an equal opportunities employer, and we would encourage woman to apply for the engineering job.

We look forward to hearing from you!

Blacksheep Vietnam Co., Ltd.