



MARKETING ASSISTANT RECRUITMENT

EVIVA TOUR VIETNAM is looking for 02 part-time Marketing Assistants. Please send your CV (your full contact of email, mobile, address, hometown, facebook, your education and working experience, your personal travel record and why you choose Eviva) in English or Vietnamese for Operation post through email by **11 September 2019** by email to Ms. Thu at op2@evivatour.com.vn, Cc thuyduong@evivatour.com.vn or call +84 24 3942 6585, ext 410 or +84 866 916 399 or go to our website at <https://www.evivatour.com/about-us/vacancy/> for more questions.

We wish you best luck and look forward to seeing you during the interview at Eviva Tour office to enjoy a healthy, green, clean and loving working environment here.

Why EVIVA?

- Great opportunities for self-developing in a great learning environment
- Incentive, 13th month salary, bonus for national holidays, etc.)
- Government social and health insurance
- Annual medical check-up at international standard hospital
- Annual summer holiday at 4-5 star resorts
- Professional, friendly and caring working environment
- Green, elegant and very warm and caring office with modern working facilities
- Flexible working time and more time for family
- Flexible working time (3.5 hours per day for part-time post)
- Chances to travel and inspect destinations inside and outside Vietnam for excellent staff.

Job Description (You can get your buffet of work at your taste 😊)

- Develop website content
- Develop video clips and newsletter content
- Doing market researches
- Develop social media channels
- Branding
- Others

Skills and Qualities Required

- Proficient English, especially writing and translation skills
- Precise, taking care into details
- Kind-hearted, responsible and good teamwork spirit
- Knowledge and experience in travel industry is highly appreciated, if not will be trained

- Good skills of office software (Word, Excel and others)
- Personalities: Friendly, kind-hearted, caring, hard and smart working, very active at work, creative, cheerful, responsible, trustable, eager to learn and self-motivated

OFFICES IN VIET NAM:

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