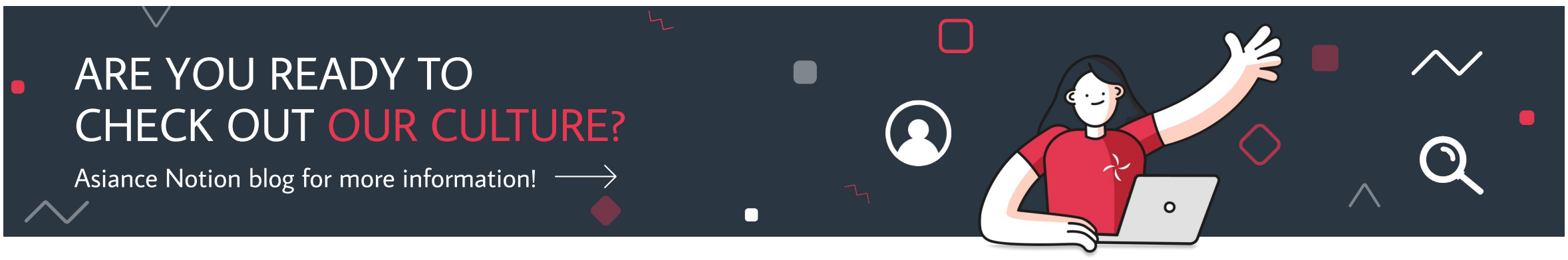

REQUIREMENT

Key Activities

Executive support

- Support executives with daily operational tasks, including meeting coordination, news monitoring, and benchmarking
- Support the CEO and executive team with daily operations, strategic projects, meeting coordination, and follow-ups.
- Prepare executive presentations, research briefs, and supporting materials for strategic initiatives.
- Coordinate events and workshops focused on the Korean digital ecosystem

Social Media (SNS)

- Manage and plan company social media channels (Facebook, Instagram, LinkedIn)
- Create and write original social media content, with a strong focus on tone and brand voice
- Monitor social media and newsletter performance, analyze key metrics, and prepare regular reports.

Consulting & Research

- Monitor developments in Korea's digital ecosystem, including Naver, Kakao, e-commerce, and emerging AI technologies.
- Translate research findings into actionable insights and recommendations for brands operating in the Korean market.

Marketing

- Develop performance-driven strategic reports for luxury brands
- Provide strategic recommendations to enhance digital performance within the Korean digital ecosystem

Qualification

Qualification:

- Available to join Asiance for a 6-month internship
- Fluent in English, with strong verbal and written communication skills
- Advanced proficiency in MS Office (PowerPoint, Excel, Word)
- Strong interest in digital communication and market trends

HOW TO APPLY

입사지원 Apply → 서류전형 Resume Screening → 면접전형 Interviews → 연봉협상 Salary Discussion → 최종 합격 Final Offer

Submit your English / Korean resume, cover letter and / or portfolio via **HERE.**

여기 링크를 통해 **국/영문 이력서, 커버레터, 포트폴리오 제출**