



SEKOLAH PELITA HARAPAN LIPPO VILLAGE
SEKOLAH PELITA HARAPAN LIPPO CIKARANG
SEKOLAH PELITA HARAPAN PLUIT VILLAGE

Job Title:	Marketing Associate
Department:	Marketing
Reports to:	Head of Marketing
Position Type:	Full-time
Term:	Permanent

Join the #SPHFamily

We are searching for passionate people that will inspire us to do greater things in our schools across Indonesia. If impacting the lives of a child and planting kingdom seeds is what you are looking for, we'd like to speak to you.

SPH is looking for a creative and dynamic individual to join us in creation of a wide span of marketing initiatives.

Requirements

1. Professionally fluent in writing in English and Bahasa Indonesia (other languages are a plus).
2. Owns high curiosity for creative content and is a big thinker that can make great plans come to life.
3. Able to constantly track the effectiveness of everything they do.
4. Always place himself/herself in the shoes of a customer to understand what they are looking for and transferring that into relevant content that piques interest.
5. Able to work independently as well as collaborate well with other members of the team.
6. Able to see relationships with colleagues, parents and students as key to building a healthy thriving community.
7. A strong understanding in marketing fundamentals and know how to optimize each marketing channel.
8. Organised and efficient in terms of seeking resources, planning and actively looking to make things happen.

9. Ability to manage multiple projects in a fast-paced environment
10. Mobile and not afraid to move to different campuses to gain new experiences
11. Highly curious, driven, proactive, disciplined, passionate – because you will be working with colleagues with these qualities
12. Share the same values as we do – Kingdom first, be respectful, be inspiring, make it easy, no dramas.
13. Share the same vision as we do – True Knowledge, Faith in Christ and Godly Character.

Duties and Responsibilities

14. Plan, curate and execute marketing plans for the campus you are attached to writing and editing content materials form social media posts, collaterals and other relevant materials.
15. Collaborate with other marketing members and the central office to create content, campaigns and tactics that generate results based on target and goals.
16. Analyse the work you do and suggest improvements.
17. Support the school on internal marketing initiatives that adds much value to the school's image and word of mouth.
18. Work on the creation of materials that goes on all marketing channels that is relevant to the market.
19. Go hand in hand with the Admissions team on recruitment initiatives to drive leads from the right target.