

Freelance Project Assistant (I)

Duties:

- To design the awards trophies
- To design a booklet for an awards presentation ceremony (consolidation of the information)
- To design the promotional materials for an awards presentation ceremony
- To handle website maintenance (including graphics, layout, content)

Requirements:

- F.5 or above (Certificate/Diploma holders in multimedia design, Design or relevant discipline is preferred)
- Proficiency in PC design software (3D software, Photoshop, illustrators, and etc. are preferred)
- Reliable, initiative, diligent and team player
- Immediate availability is an advantage

The post is a **2-month contract** position. Applicants should send application, together with a detailed resume and contact telephone number by fax to 3105 1686, or by email to jennylai@hkpc.org within 1 week from the date of advertisement. Late application will not be considered.

Candidates not invited for interviews within 3 weeks may consider their applications unsuccessful and the applications will be destroyed by HKDEA within 6 months.

Freelance Project Assistant (II)

Duties:

- To design the awards certificates
- To design a booklet for an awards presentation ceremony (layout design, graphics design)
- To prepare a trailer for an awards presentation ceremony (Pre-production)
- To handle website maintenance (including graphics, layout, content)

Requirements:

- F.5 or above (Certificate/Diploma holders in multimedia design, Design or relevant discipline is preferred)
- Proficiency in PC design software (3D software, Photoshop, illustrators, and etc. are preferred)
- Reliable, initiative, diligent and team player
- Immediate availability is an advantage

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Freelance Project Assistant (III)

Duties:

- To design some interactive content for an awards presentation ceremony
- To design the display materials for an awards presentation ceremony
- To prepare a trailer for an awards presentation ceremony (Post-production)
- To design the backdrop for an awards presentation ceremony
- To handle website maintenance (including graphics, layout, content)

Requirements:

- F.5 or above (Certificate/Diploma holders in multimedia design, Design or relevant discipline is preferred)
- Proficiency in PC design software (3D software, Photoshop, illustrators, and etc. are preferred)
- Knowledge in using game engine is preferred
- Reliable, initiative, diligent and team player
- Immediate availability is an advantage

The post is a **3-month contract** position. Applicants should send application, together with a detailed resume and contact telephone number by fax to 3105 1686, or by email to jennylai@hkpc.org within 1 weeks from the date of advertisement. Late application will not be considered.

Candidates not invited for interviews within 3 weeks may consider their applications unsuccessful and the applications will be destroyed by HKDEA within 6 months.