

## About Oliver Wyman

Oliver Wyman is a global leader in management consulting. With offices in 50+ cities across 26 countries, Oliver Wyman combines deep industry knowledge with specialized expertise in strategy, operations, risk management, and organization transformation. Our 4700+ professionals help clients optimize their business, improve their operations and risk profile, and accelerate their organizational performance to seize the most attractive opportunities. Oliver Wyman's thought leadership is evident in our agenda-setting books, white papers, research reports, and articles in the business press. Our clients are the CEOs and executive teams of the top Global 1000 companies.

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### Job specification

Job title:	Marketing & Communications Senior Associate, Greater China (GC)
Department:	Marketing
Office/region:	Hong Kong, APR
Reports to:	Marketing Manager, Greater China Region (GC)
Hours:	9am – 6pm including one hour for lunch

### Job overview:

The Marketing & Communications Senior Associate will work closely with Greater China Marketing Regional Manager, Greater China Partner Group and the global Marketing team to develop and implement high impact PR/marketing programs that raise the brand awareness and help build relationships with media and key stake holders, including the creation and adaptation (writing / editing) of content, public relations, direct and digital marketing campaigns and conferences/events.

### Key Responsibilities:

- Coordinate and execute PR campaigns across various subjects/topics
- Research and draft press materials
- Issue press releases and actively pitch top tier reporters based in Asia including reporters at the Wall Street Journal, The Economist, The Financial Times and correspondents from other global outlets based in Asia including: the New York Times, Bloomberg, Reuters, etc.
- Daily media monitoring/assist in quarterly media reporting
- Develop and maintain relationships with top-tier media to secure and grow coverage
- Organize and assist with client events in Hong Kong
- Support senior members of staff
- Be an active participant in the management of outside vendors.

### Experience required:

- Minimum 5 years PR experience
- At least 2-3 years specifically working on PR agency

**Skills and Attributes:**

- Strong media relationships with reporters at top tier English language media
- Exceptional written and verbal communication
- Ability to communicate clearly and transfer complex information in a concise and clear form
- Ability to prioritize and plan effectively
- Strong attention to detail
- Ability to work well in a team – both in-person and remotely
- Excellent interpersonal skills

Finally, we are looking for someone who will be committed to the company and add to the life and culture of Oliver Wyman

**Technical skills:**

- Good Word, PowerPoint and Excel skills
- Working knowledge of Outlook

**How to apply:**

Please send CV and cover letter to:

[Samuel.lai@oliverwyman.com](mailto:Samuel.lai@oliverwyman.com)

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