



**Industry  
Internship**

# MARKETING INTERN JOB DESCRIPTIONS

Apply by sending your CV to [intern@tma.com.vn](mailto:intern@tma.com.vn)

# Business Marketing Intern

## I. Job Description

- Create draft visual & content for POSMs (leaflets, brochures, booklet), collaborate with TMA design team to finalize.
- Collaborate with internal teams (design & dev team) to build company/ projects' websites (create content under SEO standard and optimize the user experience, etc.).
- Branding/PR: Help with the planning and hosting of marketing events. Prepare press releases content for advertisement on television and news.
- Having skills to use Adobe Illustrator/ Adobe Photoshop/ Adobe Premiere is an advantage.

## II. Requirements

### A. Required

- Good in English.
- Proactivity and quick-learning ability.
- Good at team working and hard-working.
- Analytical and critical thinking.
- Be able to work at least three months.

### B. Preferred

- English/Vietnamese writing skills
- Good at communication for Branding and PR position
- Research skill

## III. Benefits

- Got training about 4.0 technologies under business view: AI/ML, Blockchain, IoT, Data Science.
- Experience doing marketing for technology industry.
- Open, creative and professional working environment with talented, high passionate colleagues.
- A personal computer is provided.
- Get opportunities to participate in branding, digital marketing campaigns, organize grand technology oriented marketing events & design marketing materials.
- Directly participate in many main projects.
- Practice web design, UX-UI design, graphic design (Ps, Ai, Ae, Pr) and MS Office skills.
- Participate in many different projects from starting and learn the whole process of marketing.
- Free to propose your innovative ideas to apply in marketing and be able to apply if it's good.
- Learn many skills from technical to soft skills.

# Business Development Intern

## I. Job Description

- Assess the market feasibility of new technology projects by doing online research into the market and market participants.
- Scan the market for innovative ideas/ features for the technical team to develop.
- Market evaluation, update, research, analyze, evaluate customers and build customer data. Support customer care, build proposals.
- Participate in the work of preparing exhibitions.

## II. Requirements

### A. Required

- Good in English.
- Proactivity and quick-learning ability.
- Good at team working and hard-working.
- Analytical and critical thinking.
- Be able to work at least three months

### B. Preferred

- English/Vietnamese Writing skills
- Good at communication for Branding and PR position
- Research Skill
- Data analytic skill

## III. Benefits

- Got training about 4.0 technologies under business view: AI/ML, Blockchain, IoT, Data Science. Experience doing marketing for the technology industry.
- Open, creative, and professional working environment with talented, high passionate colleagues.
- A personal computer is provided.
- Get opportunities to participate in branding, digital marketing campaigns, organize grand technology-oriented marketing events & design marketing materials.
- Directly participate in many main projects.
- Practice web design, UX-UI design, graphic design (Ps, Ai, Ae, Pr), and MS Office skills.
- Participate in many different projects from starting and learn the whole process of marketing.
- Free to propose your innovative ideas to apply in marketing and be able to apply if it's good.
- Learn many skills from technical to soft skills.

# Internal Communication Intern

## I. Job Description

- Plan and organize internal activities, including sharing, training, meeting, networking, teambuilding, sport/music competition etc.
- Meeting and liaising with key relevant functional teams and/or relevant agencies, vendors to create communication materials and run internal promotion campaign (e.g. newsletter, messages, occasional events, etc.)
- Follow up execution progress of internal communication activities.
- Support general marketing/ admin tasks when necessary.
- Having skills to use Adobe Illustrator/ Adobe Photoshop/ Adobe Premiere is an advantage.

## II. Requirements

### A. Required

- Good in English.
- Proactivity and quick-learning ability.
- Good at team working and communication.
- Be able to work at least three months.

### B. Preferred

- English/Vietnamese Writing skills
- Good at communication for Branding and PR position - Research Skill

## III. Benefits

- Got training about 4.0 technologies under business view: AI/ML, Blockchain, IoT, Data Science.
- Experience doing marketing for technology industry.
- Open, creative and professional working environment with talented, high passionate colleagues.
- A personal computer is provided.
- Get opportunities to participate in branding, digital marketing campaigns, organize grand technology oriented marketing events & design marketing materials.
- Directly participate in many main projects.
- Practice web design, UX/UI design, graphic design (Ps, Ai, Ae, Pr) and MS Office skills.
- Participate in many different projects from starting and learn the whole process of marketing.
- Free to propose your innovative ideas to apply in marketing and be able to apply if it's good.
- Learn many skills from technical to soft skills.