

JOB DESCRIPTION

Junior Creative & Content Executive

Location: ITALCHAM Malaysia Office (Kuala Lumpur, Malaysia)

Type: Full-time

Experience Level: Entry Level (Fresh graduates are encouraged to apply)

About This Role

The **Italian Chamber of Commerce in Malaysia (ITALCHAM Malaysia)** – a not-for-profit business association recognised by the Italian Ministry of Enterprises and Made in Italy, and part of the global Assocamerestero network. We connect over 160 member companies across Italian, Malaysian, and international business communities, working alongside the Italian Embassy in Kuala Lumpur, the Italian Trade Agency (ITA), and EUROCHAM Malaysia.

We are looking for a creative, energetic, and visually driven **Junior Creative & Content Executive** to join our team in Kuala Lumpur. If you have a passion for storytelling, branding, and a love for the Italian lifestyle, we want you!

Key Responsibilities

As our Creative Executive, you will be the visual voice of ITALCHAM Malaysia, working closely with the marketing team to elevate our brand presence across digital and physical touchpoints.

- **Digital Content Creation:** Design engaging graphics, carousels, and visual assets for our social media platforms (LinkedIn, Instagram, Facebook, YouTube) and monthly digital newsletters.
- **Event Branding & Collaterals:** Develop creative concepts and assets for high-profile chamber events (e.g., business briefings, premium culinary dinners, cultural exhibitions). This includes backdrops, menus, e-invites, program booklets, and digital certificates.
- **Multimedia Support:** Assist in basic photo/video editing and capturing content during exclusive chamber events to be used for post-event highlights and reels.
- **Brand Consistency:** Ensure all visual output aligns perfectly with ITALCHAM's brand guidelines and reflects the premium nature of Italian hospitality and business excellence.
- **Collaboration:** Brainstorm and collaborate with the team to turn strategic ideas into compelling visual narratives.

Requirements & Qualifications

- **Eligibility:** This position is open to Malaysian citizens or individuals who already possess valid authorization to work in Malaysia. Please note that work visa sponsorship is not available.
- **Education:** Diploma or Bachelor's Degree in Graphic Design, Creative Multimedia, Advertising, or a related field.
- **Technical Skills:** Proficiency in Adobe Creative Suite (Photoshop, Illustrator, InDesign). Familiarity with Canva and video editing tools (CapCut, Premiere Pro, or equivalent tools).
- **Language:** Good command of written and spoken English. Ability to understand or appreciate Italian culture/language is a delightful bonus, but not required!

- **Mindset:** A proactive, detail-oriented team player who can handle multiple small projects and meet deadlines.
- **Portfolio:** A digital portfolio demonstrating your design skills, layout capabilities, and creative flair (academic or internship projects are perfectly fine!).

What We Offer

- **Cultural & Professional Exposure:** Work directly with international businesses, diplomats, and premium brands (spanning lifestyle, F&B, tech, and manufacturing).
- **Creative Freedom:** A supportive environment where your ideas are valued and you can see your designs come to life on prominent stages.
- **Mentorship:** Hands-on guidance to help you transition smoothly from university to the corporate marketing landscape.
- **Networking:** Opportunities to attend and network at exclusive, high-level business and cultural events.

How to Apply

Please send your updated **Resume/CV** and your **Design Portfolio** (link or PDF) to info@italcham.my

Only shortlisted candidates will be notified for an interview.