



The Society of Publishers in Asia (SOPA)

Online Recruitment Service Form

30-Jun-10

Date: _____

Company Information

Company Name: Edipresse Hong Kong Limited

Website: <http://www.edipresseasia.com/home.html>

Profile:

Edipresse Group is a publicly listed international media company. Headquartered in Switzerland, Edipresse's main activities are in newspaper and magazine publishing and digital media. The Group employs 3,000 people worldwide to run a diverse portfolio of more than 200 titles and websites.

Contact Details

Contact Person: Iris Lee

Job Title: Assistant HR Manager

Telephone: 2859 4340

Fax:

Email: recruit03@edipresse.com.hk

Address: 6/F, 32 Oi Kwan Road, Wanchai, Hong Kong

Job Summary

Position: Managing Editor, Home Journal

Ref no.: -

Qualification: -

Year(s) of Experience: -

Salary: Negotiable

Employment Type: Permanent

Location: Hong Kong

Benefits: -

Job Responsibilities

- Discuss the monthly line-up with the team, conceptualising a focus/theme/direction for that issue. Ensure that content reflects this theme.
- Ensure that the quality of content is up to the standard of Home Journal – visually in terms of photographic quality; stylistically in terms of the type of projects featured; editorially in terms of the accuracy and timeliness of information.
- Commission and purchase stories.
- Produce content for the magazine – minimum of one local home; write marketing section stories; contents pages; editor's letter; collate materials for Home Journal's monthly website
- Edit & sub-edit all copy that comes in. Select the photographs to appear in the magazine.
- Proof read and ensure that all images are colour corrected and properly re-touched.
- Ensure that layouts look their best in terms of design, balance, flow, etc.
- Managing the team and workflow, ensuring that content is filed on time and within budget.

Job Requirements

- 3 – 5 years in a senior editorial position
- An interest in design, with an eye for tasteful, timely styles, and a keen attention to detail.
- Experience with magazine layouts.
- Good editing skills.
- Creative, resourceful, decisive and team player
- Responsible and keen sense of quality control.
- Highly organised, able to meet deadlines and work within budgets.

We offer attractive salary and competitive benefits including 5-day work, performance-based bonus, Mandatory Provident Fund and medical scheme. Interested candidates please send full resume with expected salary to The HR Department, 6th Floor, Guardian House, 32 Oi Kwan Road, Wanchai, Hong Kong or via mail recruit03@edipresse.com.hk

(Data Collected will be used for recruitment purpose only)