



Marketing Internship

Location: Kuala Lumpur

What we are looking for:

We are looking for a pro-active marketing person that helps us in refreshing our overall marketing approach and material, and helps us to market our company effectively in Malaysia and beyond.

You will be helping us with :

- Create / Update Marketing Material (e.g Brochure, Websites)
- Create / Update company template (e.g proposals templates)
- Create a new website for a reseller project for South East Asia
- Create online / social media strategy
- Assisting in updating website and social media contents
- Create a new website for one of our services

Your Profile

- Passionate about Marketing, Graphics Design, Multi Media Design
- Open to work in a international environment
- Can do attitude
- Fluent in English
- Great communicator
- Aware of the latest trends in marketing and social media.
- Ideally proficient in Illustrator, Photoshop, Indesign
- Knowledge of website development (HTML, CSS etc) is a plus

The Work Environment

You will be part of the our sustainability team, and will receive the full support of the management. It's a fantastic opportunity to join a growing company, with a diverse team (Europeans and Malaysian), and work on real projects, that will help you improve yours skills, and make a difference to our company.

Apply

Internships are for 3 to 6 months, and starting times can be discussed. Applications can be send to careers@neapoli.com.my

NEAPOLI is an award winning environmental design & engineering firm with offices in Kuala Lumpur, London and Seoul.

We have an active portfolio of 25 million square feet working on a wide range of projects of all scales. As one of the leading consultancies we firmly believe in experimental and playful design research.

“Our mission is to enhance the sustainability of the Built Environment, by transforming the way it is planned, designed, constructed, maintained and operated.”



NEA POLI
ENVIRONMENTAL DESIGN & ENGINEERING

The logo for NEA POLI, featuring the company name in a white serif font on a teal background. The 'O' in 'POLI' is a small circle.

Business Internship

Location: Kuala Lumpur

What we are looking for:

We are looking for a pro-active marketing person that helps us in refreshing our overall marketing approach and material, and helps us to market our company effectively in Malaysia and beyond.

You will be helping us with :

- Help the company achieve the ISO 9001:2015 Quality Certification.
- Streamline XERO – Financial process, and reporting
- Set up the software reseller process
- Create company Sustainability Policy
- Set up company library.
- Optimize company archiving / reference system.
- Develop company 'new joiner' program.

Your Profile

- Passionate Operational Excellence
- Process driven
- Open to work in a international environment
- Can do attitude
- Fluent in English
- Great communicator

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The logo for NEA POLI, featuring the company name in a large, bold, serif font. The 'O' in 'POLI' is a small circle. Below the name, the text 'ENVIRONMENTAL DESIGN & ENGINEERING' is written in a smaller, all-caps, sans-serif font.