

## 1. Client Services Executive

### M. Moser Associates Limited

We are looking for a dynamic, self-motivated, multi-lingual student who loves to meet new people, explore different opportunities and think outside the box. Does this description fit you? If yes, please reach out to us, we want you as part of M Moser's Pearl River Delta team now!

Company background:

As we continue to grow and expand our reach into China, our Shenzhen, Guangzhou, and Hong Kong offices are looking for new talent to be a part of our winning team. Over the past 37 years we have grown to 900 multi-cultural, dedicated professionals across our 15 global offices. We are very proud of our ranking as the #1 fastest growing design company globally in Interior Design magazine's 'Top 100 Giants' list. We take pride in providing our clientele with solutions to enable their businesses to function and operate successfully as well as enabling their personnel to work in an aesthetically lovely WELL environment. We ourselves work in an open and collaborative environment, come see for yourself!

The Roles:

- Discover and build new client relationships in the Pearl River Delta
- Maintain and further develop M Moser's capabilities, reputation and brand in the Pearl River Delta
- Nurture and maintain strong client relationships

Who are we seeking

- Someone with a big personality - if you are on fire, give us a call!
- A self-starter, persistent and professional individual with an entrepreneurial mindset
- Ability to thrive in a flat organization with complete ownership of your work
- Inter-personal social skills and the desire to have fun a must!
- Collaborative, flexible, open-minded, outgoing, pleasant and willing to learn
- Good communication skills in English and Mandarin Chinese are essential
- Optional: Over One (1) years work experience, preferably in a sales and marketing role

What we offer:

- Offer and renewal of Hong Kong Working Visa
- Five-day work week
- Medical insurance
- Performance bonus

If you are interested in this exciting opportunity, please submit your application with your CV, current and expected salary and samples of work on our website:

<https://www.mmoser.com/en/careers/> .

We look forward to hearing from you.

## **2. Assistant Strategic Planner/ Assistant Research Analyst**

### **M. Moser Associates Limited**

We are looking for an enthusiastic, self-motivated, multi-lingual student who enjoys exploring new challenges, different opportunities and think outside the box. Does this illustrate yourself? If yes, please reach out to us, we want you as part of M Moser's Pearl River Delta team now!

#### **Company Background:**

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M Moser Associates is committed to design excellence and the delivery of corporate offices, campuses, R&D labs and other workplace facilities globally. Our team of 900+ architects, designers, engineers, planners and construction professionals work globally from 15 locations.

#### **The Roles:**

- Conduct key market research to identify trends and escalate any potential movements or directions to the team
- Undergo site and project background analysis to provide data-driven evaluation and opinion for the project team
- Obtain suitable information and data to help position project directions to achieve clients' objectives and to solve problems
- Position locates in Shenzhen or HK, will involve collaboration with other M Moser offices closely such as Hong Kong and Guangzhou for delivering global projects.

#### **What we are seeking:**

- Highly analytical and enthusiastic towards structuring complex problems and resolving issues through in-depth research
- Highly self-driven, organised and motivated to collaborate with others in defining and disassemble problems with ambiguity
- Enjoying handling diverse projects and providing solutions for clients' business crave
- Good at asking the right questions and providing problem-solving solution or path

- Good English and Mandarin (spoken and written)
- University Graduate with any discipline
- One year or below of working experience related to research and analysis

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We look forward to hearing from you.

### **3. Assistant Designer**

#### **M. Moser Associates Limited**

We are looking for a talented, motivated and energetic person to be part of a highly collaborative project team in our Hong Kong office.

This is a unique career-building opportunity to work on an international scale. We value professional development and will nurture your talent and career growth.

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As an Assistant Designer at M Moser, you will:

- Assist designers in developing all design concepts and consequent images, materials, finishes and construction details.
- Develop documentation with the design support.
- Have chance to work with the international corporate client
- Participate various range of job training, workshop, seminar

To meet these challenges, you should possess the following qualities:

- Interior design diploma/degree
- Furniture and materials awareness
- PC and design software skills
- Experience in space planning/conceptual design/sketching
- Able to work effectively as a strong team player
- 1 - 2 years experience of working in interior design or other relevant field preferred
- Fluent in written and spoken English
- willing to travel to China

What we offer:

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- Medical insurance
- Performance bonus

If you are interested in this exciting opportunity, please submit your application with your CV, current and expected salary and samples of work on our website:

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We look forward to hearing from you.

#### **4. Technology Specialist**

Will update this job description later. Thank you!