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## **Special Events & Promotions**

### **Loyalty Marketing Manager/ Senior Manager**

#### **Job Descriptions:**

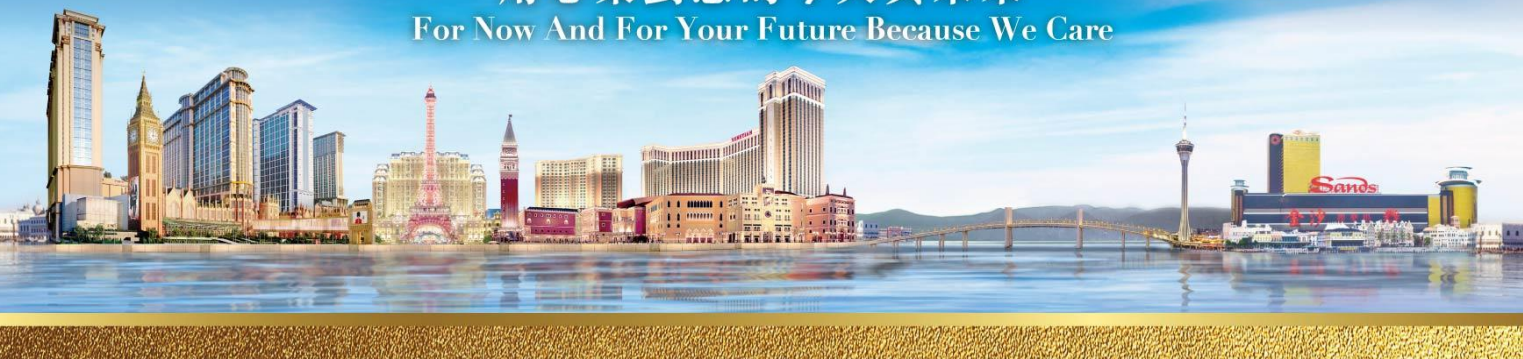
- ❖ Design and architecture of loyalty programs with external parties to meet SCL loyalty objectives
- ❖ Develop and execute Sands Lifestyle loyalty strategy, including program design, benefits structure and member engagement initiatives
- ❖ Implement loyalty concepts using internal and external assets
- ❖ Manage program alliances with external parties, assist with internal and external relationship development, identify opportunities benefiting the company
- ❖ Lead project management and operation of program, and refinement of programs based on performance metrics and member behavior

#### **Position Requirements:**

- ❖ 3-5 years of experience in related area and management skills
- ❖ Strong project management and organization
- ❖ Strong vendor management
- ❖ Strong interpersonal and communication skills
- ❖ Strong understanding and awareness of digital loyalty concepts and platforms

**Hotline: 8118 6293**

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## **Special Events & Promotions Manager**

### **Job Descriptions:**

- ❖ To be assigned as a leader and manage the development of Casino Events and Promotions from planning to execution, and as a key person in charge of overall events logistic and execution with creativities on key attraction of Casino Events and Promotions
- ❖ To lead the negotiation and coordination with variable parties including both internal departments and external agencies on assigned projects and obtain proposal of decoration, event production, entertainment, performance, tailor made products and professional services within the approved budget
- ❖ To be a key contact person and moderator with Sands Rewards Service, Casino Sales team and International Marketing department on the execution procedure
- ❖ To develop communication strategy and materials to drive casino Events and Promotions awareness across all internal and external channels
- ❖ To manage variable casino systems setting and lead the system enhancement projects from ACSC, Redemption System, tournament system and Sands Rewards mobile APP

### **Position Requirements:**

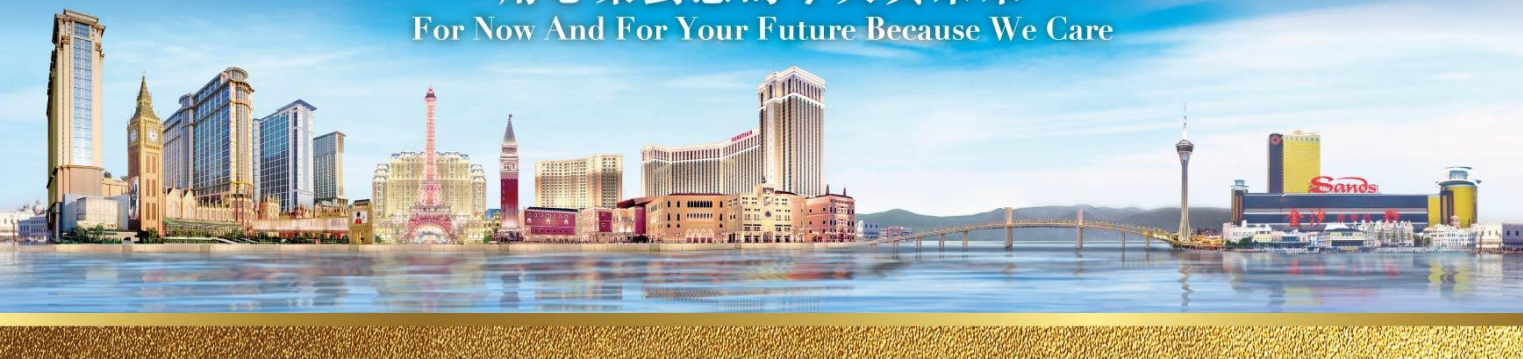
- ❖ Bachelor Degree of Business Administration or Marketing is preferred
- ❖ At least 6 years of related experience and 3-4 years of managerial experience
- ❖ Fluent in Cantonese, English and Mandarin
- ❖ Strong interpersonal and communication skills

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## **Casino Administration -** **Gaming Optimization and Analytics** **Senior Analyst / Analyst**

### **Job Descriptions:**

- ❖ Conduct in-depth analysis from various gaming systems, including table games, slots, loyalty program, to identify trends, patterns and opportunities
- ❖ Develop predictive models and perform statistical analyses to optimize game mix, floor layout, spreads and pricing
- ❖ Evaluate the performance of implemented strategies, communicating the findings to stakeholders effectively with insights and recommendations
- ❖ Create and maintain dashboards and reports that provide clear and meaningful information
- ❖ Perform competitor market research, identifying business opportunities and current market trends

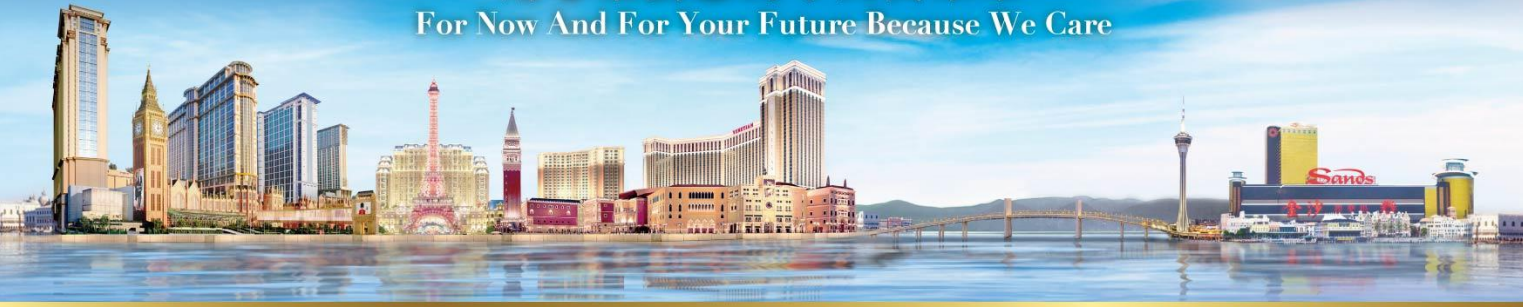
### **Position Requirements:**

- ❖ Bachelor degree in Data Analytics / Statistics / Mathematics / Gaming / Finance / Actuarial / Engineering will be priority considered
- ❖ 1 – 2 years relevant working experience is required
- ❖ Experience in Power BI / Tableau / SAS / SSRS / SQL / Python / R / VBA
- ❖ Strong analytical and problem-solving skills
- ❖ Strong communication and presentation skills
- ❖ Good command in English and Cantonese

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## **Mall Management (Retail Marketing)** **Manager / Assistant Manager** **(Data Analysis)**

### Job Descriptions:

- ❖ Analyze customer data to uncover trends, preferences, and behaviors to identify our promotional and engagement strategies
- ❖ Formulate, execute and manage end-to-end promotional campaigns to attract and engage diverse customer segments, to drive sales and increase foot traffic of the malls
- ❖ Partner with mall retailers to develop joint promotions that increase store visibility, enhance shopper engagement, and align with broader marketing goals
- ❖ Design and implement customer engagement initiatives that create memorable experiences and foster brand affinity
- ❖ Stay updated on retail, competitors' landscape and consumer behavior trends, utilizing findings to keep our customer engagement approach relevant and competitive
- ❖ Define KPIs, track campaign effectiveness and develop detailed reports to communicate findings

### Position Requirements:

- ❖ Bachelor degree in Business Analytics, Marketing or related field
- ❖ Experience in data analysis and customer relationship management, preferably within retail
- ❖ Proven track record of designing and executing customer-focused promotional campaigns
- ❖ Excellent written and verbal communication in Cantonese, Mandarin and English

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## **Corporate Communications & Community Affairs** **Editorial Manager**

### **Job Descriptions:**

- ❖ Write, edit and finalize corporate communications materials (press release, speeches, social media, newsletters, etc.) in English and/or Chinese, ensuring alignment with the company's communication strategy. Adapt to changes and incorporate updates into contents as needed
- ❖ Proofread materials before publication or printing to ensuring accuracy and quality. Translate corporate communications content between English and Traditional/Simplified Chinese
- ❖ Coordinate media monitoring duties, ensuring timely distribution of news alerts and summaries to senior management. Compile coverage reports for distributed press releases and maintain a well-organized photo library
- ❖ Assist with tasks assigned by the superior, such as research, report preparation, and event support, contributing to the overall efficiency of the corporate communications department

### **Position Requirements:**

- ❖ Bachelor's degree in Communications, Journalism or other related field
- ❖ 4-5 years of related experience with 3-4 years in managerial level
- ❖ Good command of verbal and written in English, Cantonese and Mandarin
- ❖ Possess excellent communication skills and attention to detail
- ❖ Possess good time management skills, ability to work under tight deadlines
- ❖ Good team player
- ❖ Proficient in MS Office

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## **Corporate Communications & Community Affairs Manager (Special Projects)**

### **Job Descriptions:**

- ❖ Negotiate and manage non-gaming projects (including arts & culture initiatives) aligned with company objectives and government directives
- ❖ Maintain strong relationships with internal and external stakeholders to ensure smooth project implementation and achieve organizational goals
- ❖ Oversee all project aspects including budgeting, contracting and administration to deliver quality outcomes with measurable impact
- ❖ Recommend and implement initiatives to enhance project value and public recognition
- ❖ Coordinate special programs and events while supporting departmental operations as needed

### **Position Requirements:**

- ❖ Bachelor degree in Business/ Communications/ Arts Management/ related field
- ❖ 4 or more years related working experience with 2-3 years in managerial level
- ❖ Demonstrated expertise in cultural project management (district revitalization, art exhibition, performing arts)
- ❖ Good interpersonal and negotiation skills with considerable societal and political acumen
- ❖ Proven ability to work under high demand environment and meet tight deadline
- ❖ Fluent in English and Cantonese, and good in Mandarin

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## **Corporate Communications & Community Affairs** **Manager**

### **Job Descriptions:**

- ❖ Maintain close relationships with internal and external stakeholders to support community and corporate initiatives
- ❖ Identify, evaluate, and process sponsorship requests and charitable donations; manage partnerships with local cultural/charitable entities
- ❖ Recommend and develop initiatives to enrich Company's Ambassadors program
- ❖ Manage, coordinate and provide onsite support for projects and events (e.g., VIP tours, corporate/community activities), including budget and resource management
- ❖ Perform other tasks related to the operations of the department as needed

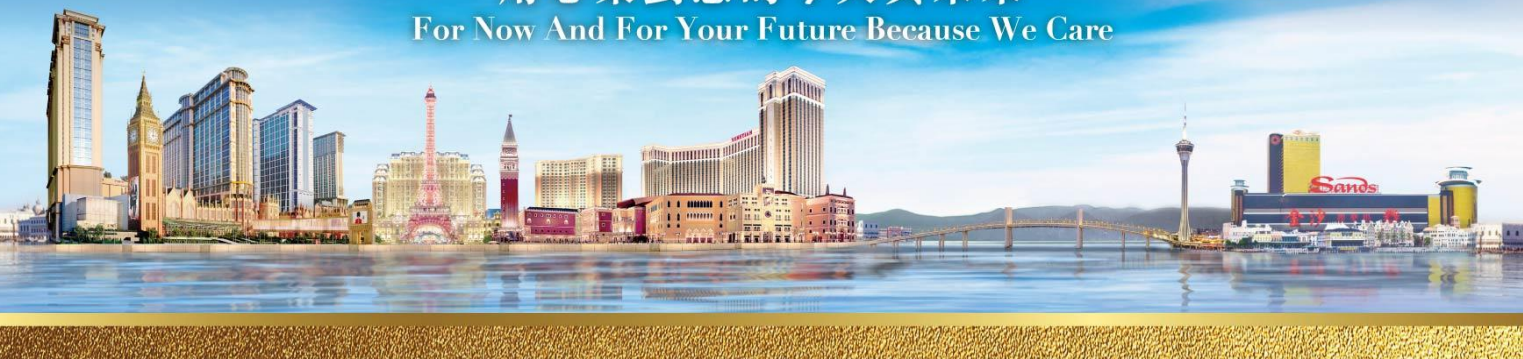
### **Position Requirements:**

- ❖ 4 or more years related working experience with 2-3 years in managerial level
- ❖ Possess proven experience in community and volunteerism services, with strong project management skills
- ❖ Good interpersonal and communications skills
- ❖ Self-motivated team player with the ability to work independently
- ❖ Fluent in English and Cantonese, and good in Mandarin

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## **Corporate Communications & Community Affairs** **Assistant Manager**

### Job Descriptions:

- ❖ Draft, review and manage contracts with vendors and partners; ensure compliance with company policies and legal requirements; maintain contract repository and track deadlines/renewals
- ❖ Manage media buy budgets, expense tracking, and reporting; oversee invoice processing and payments; monitor contract timelines and vendor relationships
- ❖ Oversee vetting process for communications materials to ensure compliance with standards and regulations; maintain vetting repository and track approval status
- ❖ Support division head with administrative operations; maintain accurate records for auditing; prepare regular reports on contracts, vetting status and administrative activities
- ❖ Liaise with internal divisions to align on operational matters; support daily news monitoring and dispatch as needed

### Position Requirements:

- ❖ 3 years of relevant work experience preferred
- ❖ Demonstrated ability to handle confidential information with discretion
- ❖ Self-initiative, resourceful and with effective problem-solving skill
- ❖ Excellent organizational and communication skills
- ❖ Collaborative team player with positive attitude
- ❖ Good command in both written and spoken Cantonese, Mandarin and English

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## **Revenue Optimization and Distribution**

### **Senior Analyst / Analyst – Room Optimization**

#### **Job Descriptions:**

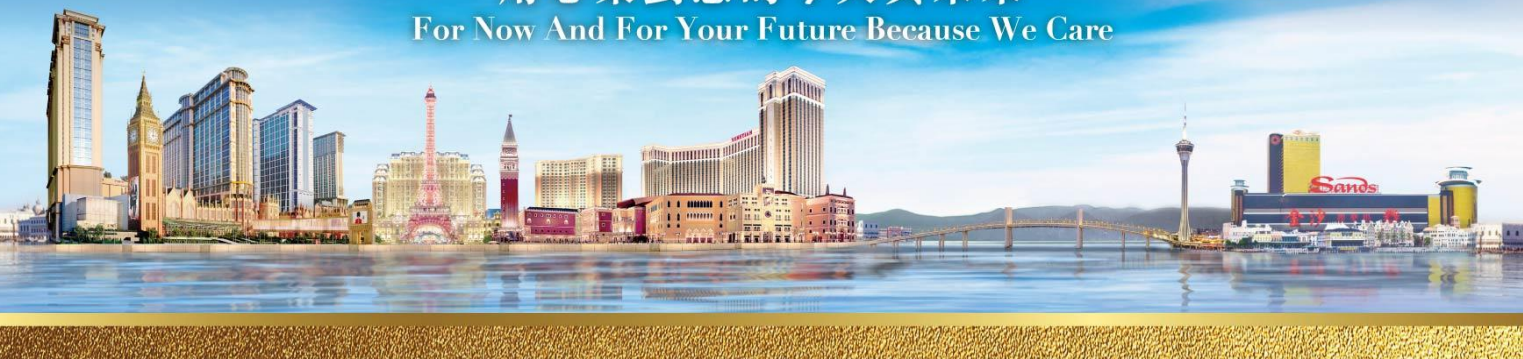
- ❖ Maintain all relevant reports for all hotel areas regarding room yield programs
- ❖ Yield management of occupancy and ADR daily in both short term and long term to maximize profitability; identify distressed periods and initiate contingency plans
- ❖ Prepare hotel forecast and budget to facilitate hotel operation and identify business opportunities
- ❖ Work to maximize room yield/ value through control, rooms availability and training for up-selling
- ❖ Develop and analyze required reports and statistics for driving revenue and profitability
- ❖ Understand and effectively utilize computerized operational systems. Implement and update IT systems as needed. Manage efficiency of all Revenue Management Software

#### **Position Requirements:**

- ❖ Bachelor degree in Business, Statistics, Hospitality Management related fields are preferred
- ❖ 2-3 years related working experience; less experience will be considered as lower position
- ❖ Ability to handle ambiguity, high workload, and extreme amount of detail
- ❖ Work knowledge and understanding of various hotel operation systems and revenue management software preferred
- ❖ Technical skill on excel, VBA, SAS skills preferred
- ❖ Good in Chinese and English

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## Revenue Optimization and Distribution

### Senior Analyst / Analyst – Room Analytics

#### Job Descriptions:

- ❖ Provide in-depth insights through analysis to substantiate business decisions and recommendations for Hotel, Marketing and Gaming units
- ❖ Establish and maintain effective reporting mechanisms that track KPIs to identify operational trends, issues, and opportunities in related business units
- ❖ Collaborate closely with hotel and marketing operation to align strategies for revenue-driving tactics
- ❖ Liaise with senior management and explain complicated topics in an approachable manner
- ❖ Translate complex datasets, statistical analyses and models into reporting within business intelligence software for distribution
- ❖ Conduct Business meetings to present performance metrics, findings and recommendations

#### Position Requirements:

- ❖ Bachelor degree in Gaming, Computer Science, Statistics, Engineering or Mathematics related fields are preferred
- ❖ 2-3 years related working experience; less experience will be considered as lower position
- ❖ Experience with data, statistical, and data visualization tools
- ❖ Strong technical skill on MS SQL server, data mining, SAS, Power BI, SSRS, Python
- ❖ Good in Chinese and English

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# Audit Services Group – Internal Auditor

## Job Descriptions:

- ❖ Design and execute risk-based audits and consulting activities across enterprise functions
- ❖ Deploy data analytics to enhance audit insights
- ❖ Recommend opportunities for effective governance, risk management and control processes
- ❖ Liaise with external auditors and regulators

## Position Requirements:

- ❖ Bachelor Degree in Accounting, Business, Finance or related field
- ❖ 1-2 years of related work experience
- ❖ Certification in (or in the final stages of attainment in) one of the following: CIA, CPA or CISA is preferred
- ❖ Strong verbal and written English communication and presentation skills
- ❖ Must have knowledge of auditing standards, principles and techniques
- ❖ Proficient in MS Office Suite; data analytics tools experience is a plus

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# **Finance – Analyst**

## ***Financial Planning & Analysis***

### Job Descriptions:

- ❖ Organize and assist department heads to develop annual strategic plans
- ❖ Prepare regular gaming and non-gaming analysis reports
- ❖ Track capital expenditure budget and process new requests, provide finance controls
- ❖ Assist with corporate development forecasts and budgets
- ❖ Maintain cash flow and income statement forecasting model

### Position Requirements:

- ❖ Bachelor degree in Finance, Accounting or Business Administration related
- ❖ 1 year of analytical experience in planning, finance, or accounting environment preferred
- ❖ Knowledge of aspects of financial planning operations to include financial / operations analysis and financial modeling
- ❖ Good in English and Chinese
- ❖ Possess strong analytical, interpersonal and problem solving skills
- ❖ Fresh graduate is welcome

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# Finance Officer (SOX)

## Position Requirements:

- ❖ Bachelor degree or higher diploma in Accounting
- ❖ Good command of English, Cantonese and Mandarin
- ❖ Proficient in MS Word and Excel
- ❖ Able to work independently and complete assigned tasks in timely manner
- ❖ Fresh graduate is welcome

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## Operations Excellence - Analyst

### Job Descriptions:

- ❖ Maintain and optimize the digital experience through surveys and audits to track customer behavior and improve their journey
- ❖ Prepare customizable reports for departments based on customer feedback and auditor insights
- ❖ Utilize computerized systems to collect, analyze, and visualize data; update systems as needed.
- ❖ Prepare regular reports in meetings to enhance customer experience and team collaboration. Provide regular / ad-hoc analytical reports for decision marketing
- ❖ Maintain relevant reports, manage access, data sets, and coordinate with Operations Excellence team to ensure consistent methodology

### Position Requirements:

- ❖ Bachelor degree in Gaming, Hospitality, Tourism, or analytical fields
- ❖ 3-4 years related working experience
- ❖ Good communication in Chinese and English
- ❖ Experience with data, statistical, and data visualization tools
- ❖ Possess strong capability in logical thinking, multitasking and organization skills

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## Ecommerce – Part Time Worker

### Job Descriptions:

- ❖ Support content creation for various social media platforms that aligns with Company brand identity
- ❖ Assist in planning and execution of social media communications including creative brief process and social video creation
- ❖ Conduct research on industry trends and audience preferences as for Management to refine the marketing strategies
- ❖ Work closely with internal team to ensure marketing campaigns are executed smoothly and align with overall business objectives

### Position Requirements:

- ❖ Current university students are welcome to apply
- ❖ Academic background in New Media, Film Production or other related field is a plus
- ❖ Excellent written and verbal communication skills in English, Korean, Cantonese, and Mandarin
- ❖ Acquired TOPIK Level 5 or higher
- ❖ Solid understanding of social media
- ❖ Strong creative thinking skills

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