

Visual Media – Producer

Job Description:

- Responsible for coordinating and executing all pre-production activities for short-form video content tailored to China platforms including but not limited to Douyin, WeChat Channels and Xiaohongshu (RED)
- Align with the Scriptwriter to ensure scripts follow the approved concept and fit the shooting plan
- Coordinate logistics including schedules, locations, props, wardrobe and access arrangements
- Support communication across departments to secure shoot readiness
- Ensure all necessary approvals, permissions, and operational arrangements are completed

Position Requirements:

- 2 4 years' job experience in production coordination, social media or marketing support is preferred
- Familiar with Douyin, RED and WeChat Channels content formats
- Strong communication, organizational and coordination skills
- Detail-oriented, proactive and able to manage fast-paced environments

Hotline: 8118 6293















<u>Visual Media – Specialist</u>

Job Description:

- Design and produce high-quality 2D and 3D animation content for promotional videos, digital screens and social media
- Develop motion graphics that align with brand identity and enhance visual storytelling
- Create visual effects and compositing for multimedia projects when required
- Ensure all animation work meets brand standards, timeliness and technical specifications
- Create sketches for storyboards and presentations to demonstrate ideas

Position Requirements:

- ❖ Bachelor of Visual Effect & Animation is preferred
- 2 years' job experience in related area
- Good knowledge of all post-production software and processes
- Proficient in Adobe premiere, Adobe Illustrator, Adobe Photoshop, DaVinci Resolve, Cinema 4D
- Strong communication skills and team spirit

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Visual Media - Cameraman

Job Description:

- Responsible for shooting high-quality short-form social media videos optimized for China platforms, including but not limited to Douyin, WeChat Channels and Xiaohongshu (RED)
- Capture lifestyle, Food & Beverage, Retail, Event, and IP-driven content
- Execute fast-paced, trend-led shoots using mobile rigs or lightweight cameras
- Operate gimbals, mobile rigs, and lightweight cameras suitable for fastpaced shooting
- Work closely with producers/scriptwriters on storyline execution
- Ensure footage aligns with brand identity and platform style

Position Requirements:

- 2 4 years' job experience in short video shooting is preferred
- Strong understanding of China platform aesthetics
- Proficient in gimbal stabilizers and mobile-first shooting
- Basic photo shooting skills and editing skills will be priority considered
- Strong communication skills and team spirit

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Visual Media – Editor

Job Description:

- Responsible for editing short-form social media content tailored to China platforms, including but not limited to Douyin, WeChat Channels and Xiaohongshu (RED)
- Edit vertical short-form videos using China editing styles
- Apply trending transitions, effects, filters, overlays, subtitles and visual styles popular in China platforms
- Ensure videos follows the approved script, storyline and content outline
- Craft strong hooks, pacing and rhythm that increase retention and engagement
- Ensure videos meet platform technical specs and publishing requirements

Position Requirements:

- 2 4 years' job experience in short video editing is preferred
- Strong understanding of Douyin, WeChat channels, and Xiaohongshu (RED) content styles
- Proficient in Jiaying/CapCut, Adobe Premiere Pro and Final Cut Pro
- Experience with Al-assisted editing tools
- ❖ Good knowledge of packing, rhythm and visual storytelling

Hotline: 8118 6293















Visual Media – Assistant

Job Description:

- Assist to provide on-set and pre-shoot to the Cameraman and the production team for short-form content designed for China platforms including but not limited to Douyin, WeChat Channels, and Xiaohongshu (RED)
- Assist the Cameraman with lighting setup, reflectors, stabilizers and basic rigging
- Prepare and organize equipment before and after shoots
- Assist to manage props, wardrobe and set arrangements
- Support on-set coordination including talent flow, continuity and scene preparation
- ❖ Capture simple B-roll and supplementary footage under guidance

Position Requirements:

- Knowledge of lighting, camera equipment or mobile filmmaking will be priority considered
- Experienced in photography or short-form video creation is preferred
- Familiar with Douyin, RED and WeChat Channels is an advantage

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