

## Job Offer

Deputy Press Attaché (full time)

Embassy of France in Singapore

The Press and Communication Department of the Embassy of France in Singapore is looking for a full time Deputy Press Attaché. The Deputy Press Attaché, helps with **the Embassy's** internal and external communication.

### Main responsibilities :

- Monitoring the local English and Chinese media and participating in the writing of press reviews;
- Assisting in running the Facebook, Instagram, LinkedIn, Twitter accounts of the Embassy and its website to ensure a consistent and compelling voice across our channels;
- Generating compelling content for our social media platforms, including planning, filming and editing movies, creating high quality infographics, editing photos, generating eye-catching graphic designs, and writing informative texts;
- Assisting in organizing media events and meetings with the press for the Ambassador and the Embassy, preparing and disseminating communications materials;
- Writing press releases;
- Building and maintaining a network of media contacts, members of civil society and influencers.

### Requirements :

- A bachelor or master degree preferably in journalism/communication/international politics or related fields;
- A background in journalism and/or institutional communication or similar career path, with an in-depth understanding and awareness of Singapore and international current affairs / sound knowledge of the Singapore media;
- Excellent interpersonal, communication and writing skills;
- Fluent in English, proficient in Mandarin, knowledge of French appreciated;
- Adaptability and creativity;
- Website and social media management skills, including video recording and editing;
- Discretion is required.
- Knowledge of Adobe Premier or Final cut strongly appreciated.



Conditions of Employment :

Full-time : 38 hours/week. Occasional events on evenings and weekends.

Salary : 4754 SGD/month + 13<sup>th</sup> month + CPF (for Singaporeans/PRs) or +20% for Supplement Retirement Scheme (for non-PR)

Legal holidays : 21 days of annual leave + **Singaporean public holidays**

Miscellaneous :

**The applicant must be able to justify their situation with regard to Singaporean regulations (residence, work)**

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Application :

Please send your CV without photo and your cover letter written in French or English no later than November 25, 2024 to the following address :

[sga.singapour-amba@diplomatie.gouv.fr](mailto:sga.singapour-amba@diplomatie.gouv.fr)

START OF POSITION ON 6 JANUARY 2025

ONLY THE APPLICATIONS OF CANDIDATES WHO ARE RESIDENTS IN SINGAPORE WILL BE CONSIDERED