Mẫu số 1

Introduction to employers:

META is one of the pioneers of Vietnam in Internet and communication. With nearly 10 years of establishment and development, META is proud of having a leading website system in Vietnam in many fields such as META.vn, quantrimang.com.vn, gamevui.com, … with the number of visitors. Monthly up to more than 60 million. META’s online advertising system also contributes a great deal to the success of many brands in Vietnam.

Due to the need to expand the company with the aim and belief become 5 leading media companies in Vietnam owns at least 10 major websites in the fields of Information Technology, Sports, Online Games … , we are looking forward to working with new, responsible, motivated and energetic colleagues.

Vacancies:

Editorial staff content website (employee content)

Quantity: 4 people

Job description:

Search for resources from books, newspapers, magazines, the Internet …. and synthesize thematically.

English translation of information technology and software.

Request:

Graduated College

Proficiency in English especially in IT English.

Have teamwork skills.

Favorite job on IT.

Proficient in office.

Use proficient Photoshop and some other graphing tools.

Prioritize Internet and SEO knowledge.

Right:

Qualified staff can sign official contracts without the probationary period mentioned above.

Dynamic working environment, friendly, promotion opportunities.

Salary range: from 5,000,000 VND to 6,000,000 VND.

Increased salary by performance and full commitment to the regime for employees in accordance with current legislation (social insurance, health insurance, UI …).

Saturday, Sunday and public holidays as prescribed.

Working time: full-time

Wage agreement

File:

Letter of application

Curriculum Vitae with photo 4×6

Copy of birth certificate

diplomas and certificates.

The health certificate

Identity card, passport photo.

Written job application.

Application form, request photo

Mẫu số 2

RECRUIMENT ANOUNCEMENT

1. About recruiter:

………………………………… ..

2. Positions to recruit:

eg maketting staff, PR editor

3. Number:

5 people

4. Job Description:

Search for resources from magazines, books, newspapers, internet …. and synthesize thematically.

Translation and editing from English news on market trends …

5. Requirements:

Good job on maketing, pr, advertising.

Use proficient Photoshop and some other graphing tools.

Prioritizing Internet savvy and SEO is an advantage.

6. Benefits:

Qualified staff can sign official contracts without the probationary period mentioned above.

Friendly, dynamic working environment, fast promotion.

Salary range: from 7,000,000 to 8,000,000 VND

Increased salary by working efficiency and full commitment to the regime for employees according to the current law (health insurance, social insurance, unemployment insurance …).

Stay on Saturday, CN and public holidays according to state regulations.

7. Working time:

All day

8. A dossier comprises:

Open Letter, CV

Curriculum Vitae with 4 × 6 photos

Copy of birth certificate

The health certificate is less

Identity card

passport photo

Written job application.

Application form, request photo,

Mẫu số 3

Salary: 5-7 million

Working Location: Hà Nội

Experience: Under 1 year

Position: Staff

Qualification: University

Job Type: Full Time Number of Positions: 2

Gender Require: No Job Category: Sales, Customer Care, Business

Job description

– Search for customers who are business owners online or offline.

Sales management software, sales website design, shipping service and sales management on Facebook help businesses business effectively.

– Customer support in the process of using the service.

Job requirements

– Good communication, more confident, love the business

– Have a motorbike, laptop and work fulltime

Right

– Average income:

+ 3 – 6 months: starting with income of 4 – 6 million

After 6 am, income is more stable and increased to 7 – over 10 million

(Salary including: Hard Salary + Sales + Rewards + Allowance (lunch, gas, telephone, depreciation …)

Soft skills: communication, persuasion, find-call-meet-pin sales, set goals, manage time.

Contact information

Contact person: Ms.Huong

Contact address: 102 Thai Thinh Street, Trung Liet Ward, Dong Da District, Hanoi.