



Jumpstart Media Limited
Full-Time Business Development Associate

Jumpstart Media is a platform that connects and supports Asia's entrepreneurial ecosystem through content, non-profit initiatives, and corporate partnerships. We publish Jumpstart Magazine, a leading voice for and the only print magazine covering startups and technology in the APAC region. Jumpstart is available at 1,500 locations and distributed in 38 cities in 10 countries including co-working spaces, Chambers of Commerce, private clubs, hotels and numerous other locations. Jumpstart will be managing The STILE Initiative Incubation Program, taking a hands-on approach with participating teams. This full-time position is a good opportunity to build your portfolio and learn about the vibrant startup scene in Hong Kong and beyond in the Asia-Pacific region.

Job Specifications:

We are looking for someone with superior English writing skills and an interest in entrepreneurship. Duties will include but not limited to the following:

- Analyze and execute on business development strategy
- Find ways to grow and develop the company's core businesses
- Handle multiple projects

Requirements:

- Self-motivated
- Research experience is a plus
- Familiarity in Microsoft Word, Microsoft Word, Microsoft Excel
- Track record of good judgment and critical thinking
- Proven ability to work independently
- Ability to multi-task in a fast-paced environment
- Retain a firm daily structure for time management and establishing priorities with minimal guidance from supervisors
- Chinese writing skills preferred, but not required

Application Method:

Please send cover letter & CV to info@jumpstartmag.com. Only shortlisted candidates will be notified.



Jumpstart Media Limited
Full-Time Sales Associate

Jumpstart Media is a platform that connects and supports Asia's entrepreneurial ecosystem through content, non-profit initiatives, and corporate partnerships. We publish Jumpstart Magazine, a leading voice for and the only print magazine covering startups and technology in the APAC region. Jumpstart is available at 1,500 locations and distributed in 38 cities in 10 countries including co-working spaces, Chambers of Commerce, private clubs, hotels and numerous other locations. Jumpstart will be managing The STILE Initiative Incubation Program, taking a hands-on approach with participating teams. This full-time position is a good opportunity to build your portfolio and learn about the vibrant startup scene in Hong Kong and beyond in the Asia-Pacific region.

Job Specifications:

We are looking for someone with superior English writing skills and an interest in entrepreneurship. Duties will include but not limited to the following:

- Meet the community
- Identify sales leads, which provides lucrative sales opportunities through commission for the right person
- Pitch for advertising opportunities for print and digital opportunities
- Handle multiple projects

Requirements:

- Self-motivated
- Research experience is a plus
- Familiarity in Microsoft Word, Microsoft Word, Microsoft Excel
- Track record of good judgment and critical thinking
- Proven ability to work independently
- Ability to multi-task in a fast-paced environment
- Retain a firm daily structure for time management and establishing priorities with minimal guidance from supervisors
- Chinese writing skills preferred, but not required

Application Method:

Please send cover letter & CV to info@jumpstartmag.com. Only shortlisted candidates will be notified.



Jumpstart Media Limited
Full-Time Administrative Specialist

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Job Specifications:

We are looking for someone with superior English writing skills and an interest in entrepreneurship. Duties will include but not limited to the following:

- Research and create presentations
- Handle multiple projects
- Prepare and monitor invoices
- Assist with scheduling meetings and appointments
- Assist with administrative tasks

Requirements:

- Self-motivated
- Research experience is a plus
- Familiarity in Microsoft Word, Microsoft Word, Microsoft Excel
- Track record of good judgment and critical thinking
- Proven ability to work independently
- Ability to multi-task in a fast-paced environment
- Retain a firm daily structure for time management and establishing priorities with minimal guidance from supervisors
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Application Method:

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