



Job Ad for Marketing Coordinator

Company Overview: On Board Marine Group Limited is a dynamic and innovative company committed to delivering excellence in our products and services. We are seeking a motivated and detail-oriented marketing person to join our team and contribute to our success.

Position: Marketing Coordinator

Location: Wong Chuk Hang

Job Type: Full-time

Responsibilities:

- Overseeing our marketing needs and initiatives
- Designing marketing materials, including packs, flyers, and brochures for OBMG and the various brands we represent (over 40 brands)
- Developing a monthly marketing calendar
- Creating email marketing campaigns
- Building and maintaining websites on Shopify and Wix
- Possessing knowledge of Shopify coding
- Updating our Shopify website and online product listings
- Setting up and managing SEO and Google Ads campaigns
- Developing new websites for the different brands or businesses we represent
- Designing and coordinating the production of event merchandise (company-branded t-shirts, bags, etc.) and liaising with suppliers and manufacturers

Requirements:

- Proven experience as a marketing coordinator in a similar role.
- Experience with web development, Canva and Photoshop.
- Excellent communication, presentation, and detail oriented.
- Self-motivated with a results-driven approach.
- Proficiency in MS Office (Word, Excel, Outlook).
- Ability to work independently and as part of a team in a fast-paced environment.
- Flexibility to adapt to changing priorities and work effectively under pressure.

Benefits:

- Competitive salary commensurate with experience.
- Health insurance plan.
- MPF Insurance.
- Generous holidays package.
- Opportunities for professional development and advancement within the company.
- Collaborative and supportive work environment.
- 5-day work week.

Employer Questions: Your application will include the following questions:

- Which of the following statements best describes your right to work in Hong Kong?
- What's your expected monthly basic salary?
- How many years of experience do you have with industrial products and technologies?