



JOB VACANCY - 1 POSITION

ASSISTANT CMS (PEKERJA SAMBILAN HARIAN)

JOB SUMMARY:

This role involves assisting the Manager in crafting innovative and high-quality creative content and videos. Serving as a video editor, the incumbent is responsible for editing and assembling recorded raw material into a polished, finished product ready for broadcasting. This includes camera footage, dialogue, sound effects, and special effects.

JOB SCOPE:

- Support all general CMS task within general requirement needed.
- Support as videographer and video editor for unit, company and state level task.
- Support photographer for any task related unit, company and state level.
- Support to Managing update social media content from Menteri Besar Perak, YB and companies.
- Support to develop content that promotes audience interaction, increases audience presence on unit CMS, and encourages audience participation.
- Support for Digital Marketing content and task.
- Attend meeting for creative parts and make documentations for equivalent task.
- To perform any other related job as and when required by superior.

REQUIREMENT:

- Diploma/Degree in Film Production / Creative Video & Photography / Multimedia or any other related disciplines.
- **Skills:** Communication skills, time Management, camera Operation & video Editing.
- **Key Behavioral / Personal Attributes:** High Level of integrity, ability to work independently, ability to have initiative in every task, good self-learning and self-initiative attitude
- Other Requirements: Able to work beyond normal working hours, able to work in the field & able to outstation for certain period of time

OTHER INFORMATION:

- The appointment is on a contract basis as a temporary worker
- The contract period of appointment is 3 months
- The salary is RM 80 per day
- Allowance Entitlement for Official Domestic Travel
 - a. Mileage Allowance
 - b. Room Type or Lodging Allowance
 - c. Daily Allowance
 - d. Meal Allowance
- EPF & SOCSO Contribution
- Overtime claims

Note:

- This vacancy must be applied through the Job Online System at <https://digital.perak.my/>