

We are HIRING!

ASHRAE Creative Intern

We are looking for a Creative Intern to help tell the inspiring story of how the ACMV industry enabled Singapore to develop into the nation that it is today.

Duties include but not limited to:

- Assist the Chapter Historian in the creation of the ASHRAE Singapore Chapter History book.
- Prepare page layouts for the book.
- Prepare articles in collaboration with ASHRAE members and industry partners.
- Source images and keep a record of all source materials.

Qualifications:

- Must be enrolled in a tertiary educational institution.
- Familiarity with Microsoft Office Suite
- Familiarity with Adobe InDesign an asset
- Welcomes constructive criticism in a supportive environment.
- Excellent attention to detail.
- Strong communication skills.
- Healthy work ethic.

Term: Dec 2023 to June 2024

Location: Remote - must have personal computer

Apply with your resume by Dec 12, 2023

asc@ashrae.org.sg



<https://www.ashrae.org.sg>

