

PR/124071 | Public Relations Coordinator

募集職種

人材紹介会社
ジェイ エイ シー リクルートメント インドネシア

求人ID
1621147

業種
鉄道・航空・その他旅客輸送サービス

雇用形態
正社員

勤務地
インドネシア

給与
経験考慮の上、応相談

更新日
2026年11月17日 09:00

応募必要条件

職務経験
3年以上

キャリアレベル
中途経験者レベル

英語レベル
ビジネス会話レベル

日本語レベル
無し

最終学歴
短大卒： 準学士号

現在のビザ
日本での就労許可は必要ありません

募集要項

The Public Relations Coordinator role supports corporate communications, stakeholder engagement, and reputation management initiatives for a growing port and logistics infrastructure company. The position serves as a key link between the organisation and its external stakeholders, including government institutions, local communities, the media, and business partners, while promoting a positive and consistent corporate image.

The role manages communication activities, media engagement, social media presence, and corporate social responsibility (CSR) programmes that strengthen stakeholder relationships and support the company's strategic objectives. The successful candidate will play an important part in enhancing the company's reputation, fostering community engagement, and ensuring effective communication across a wide range of audiences.

Responsibilities

- Build and maintain strong relationships with government agencies, local communities, the media, and other key

stakeholders

- Manage corporate communications and public relations activities, including media relations, press releases, and public announcements
- Oversee the company’s social media presence and develop communication materials to support corporate branding and engagement
- Plan and execute CSR initiatives, monitor public issues, and support crisis communication to protect and strengthen the company’s reputation

Requirements

- Bachelor’s degree (S1) in Public Relations, Communications, or a related field; a master’s degree (S2) is preferred
- Minimum 2 years of experience in public relations, corporate communications, government relations, or a related field
- Strong communication, stakeholder management, and relationship-building skills
- Good English proficiency and business writing skills
- Proficiency in Microsoft Office and Canva or similar content creation tools
- Experience managing social media and supporting CSR or community engagement programmes would be an advantage

About the company

A growing company in the port and logistics infrastructure industry. The organisation supports maritime and logistics activities while maintaining relationships with government institutions, local communities, business partners, and other stakeholders.

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会社説明