

Company: InBold Company Limited  
Email: [recruit@inbold.com](mailto:recruit@inbold.com)  
Website: <https://inbold.com/>

Job description

# Graphic Design Intern

Do you want to strengthen your competencies in international marketing? Do you want to work across Asian and Western cultures? And are you thinking of kick-starting your international career? Then you are the one we are looking for at InBold's international department in Vietnam. The internship will take place in our Production department in Ho Chi Minh City (Saigon), Vietnam, where there will be close collaboration between the different departments and cultures. InBold is a high-end production studio focused on visual communication. The internal communication between the employees will primarily take place in English both in writing and in speaking.

## Working schedule

You will be working in shifts to engage with our clients around the world who operate in different time zones from ours. Shifts will be rotated weekly, and arranged by team leader.

## Your Role as Graphic Design Intern:

- Design marketing materials in both print and digital platforms following clients' CVI (Corporate Visual Identity).
- Adapt the key visual into many kinds of assets: promotional layouts, digital banners, POSM, etc.
- Demonstrate illustrative skills through rough sketches and work on print-ready layouts.

## You as a person:

- Intermediate knowledge of Adobe Creative Cloud: Indesign, Illustrator, Photoshop.
- Basic experience with After Effect or Google Web Designer is a plus.
- Familiar with CVI/Brand guidelines, marketing, and communications materials.
- Open-minded, proactive, and able to work independently and in a team.
- Basic communication skills in English.

## Worth knowing:

- Internship allowance.
- Cool office, free coffee/tea.
- Happy Friday with fruits/snacks.
- Free Lunch/Dinner together at company.
- International & professional working environment.
- Training and working with international clients.

## Would you like to join us on our journey?

If you think you would be an excellent fit for the role, please send us your CV and cover letter to [recruit@inbold.com](mailto:recruit@inbold.com)

## **InBold Company Limited**

Headquarter: Copenhagen, Denmark

Vietnam office: 617 - 621 Dien Bien Phu, Ward 25, Binh Thanh District, HCMC.

Website: <https://inbold.com/>

Job description

# **Junior Graphic Designer**

## **Our Company**

InBold is a well-established marketing company with a data-driven approach to driving brand growth. We customize marketing solutions to fit global marketing plans and budgets within Marketing Production, Digital Marketing, Brand Marketing, and Business Intelligence. We aim high, constantly doing more and doing better for our Scandinavian clients to support their worldwide brand marketing performance. Markets change and business directions transform, and so evolve our operations in Scandinavia and Asia.

## **Responsibilities**

- Mainly work with jobs at entry and standard levels.
- Strictly follow the timeline and ensure all the jobs involved meet the internal deadline.
- Fully understanding of rules and principles of the client's brand guidelines.
- Make reports to the superiors regarding jobs progress as well as cases/situations not following proper role and responsibility.
- Strictly follow the rules and policy as well as the working structures of the company.

## **Requirements**

- At least 1 year of experience in both editorial and digital graphics using Adobe Creative Suite.
- Able to develop concepts to solve specified design problems.
- Open-minded, proactive, and able to work independently and in a team.
- Being careful and meticulous.
- Able to conduct office communication and understand clients' briefs in English.
- Knowledge of animation and video production using Adobe After Effects and Premiere is a plus.

## **Working Schedule**

You will be working in shifts to engage with our clients around the world who operate in different time zones from ours. Shifts will be rotated weekly, and arranged by team leader.

## **We Offer**

- Social insurance, annual health check.
- Extensive learning & development programs including training and coaching.
- Flat hierarchies and cross-departmental collaboration.
- Free lunch or dinner together at the company.

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Job description

# **Junior Graphic Designer (Magazine)**

## **Our Company**

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## **Working Schedule**

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## **Responsibilities**

- Create layout for Nordic magazines based on given guidelines and requirements.
- Create product instruction layout and adapt to multiple languages following clients' CVI (Corporate Visual Identity).
- Combine graphics, written content, and advertisements to create visually appealing layouts.
- You are able to create the final artwork and prepare final files that meet the client's specifications.
- Other tasks assigned by the leader.

## **Requirements**

- 1-3 years of experience in producing marketing collateral and creative jobs.
- Intermediate knowledge of Adobe Creative Cloud: InDesign, Illustrator, Photoshop.
- Familiar with CVI/Brand guidelines, marketing, and communications materials.
- Having knowledge about printing techniques, color profiles, and printing material is a plus.
- Open-minded, proactive, and able to work independently and in a team.
- Able to schedule and prioritize tasks, and have attention to detail.
- Able to conduct office communication and understand clients' briefs in English.

## **We offer**

- Social insurance, annual health check.
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- Flat hierarchies and cross-departmental collaboration.
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