



Part-time Events Executive

The role

We are looking for a part-time Event Executive, who is passionate about planning, organizing, and executing sports events and courses.

Responsibilities

- Assist in the association's day-to-day administration and operations.
- Assist with secretarial/administrative support.
- Assist in pre-event, during & post-event management.
- Regularly update of membership payments status on Revolutionise membership portal.
- Social media management – downloading & filtering of photos for uploading on social media
- Any other work assigned.

Application process

Interested candidates please send in your resume via email to: sally_lim@vas.org.sg

Volleyball Association of Singapore

(Affiliated to Fédération Internationale de Volleyball and Asian Volleyball Confederation)

3 Stadium Drive, Sports Hub, Singapore 397630 Tel: +65 6259 2786 Fax: +65 6259 8747



admin@vas.org.sg



www.vas.org.sg



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