

Company	No.	Positions Available	Additional Skills Required	Work Arrangement
Alston Education	3	Intern - Design	<ul style="list-style-type: none"> • Passion in education • Critical thinking • Preferably a major in either a Maths or Science subject with a good command of grammar • Teaching experiences are a plus point • An eye for design is a plus point 	Hybrid - Depending on government advisory
	3	Intern - Editorial		
Casco Publications	1	Intern - Sales & Marketing	<ul style="list-style-type: none"> • Able to work independently and proactively • Work closely with the Marketing Manager to design a series of digital marketing campaigns • Market research and explore market trends • Creative and driven individuals who are passionate about education 	Hybrid - WFH 1 day a week or when necessary
	1	Intern - Design		
	1	Intern - Editorial		
Copyright Licensing and Administration Society of Singapore Limited	1	Intern - Social Media Marketing	<ul style="list-style-type: none"> • Social Media evangelist • Strong networking and social media skills • Good communication and interpersonal skills • Meticulous and attention to detail • Basic IT skills • Proactive, driven individual to assist in actively seeking out new business opportunities • Have an interest in the Education/Publishing industry • Good communication and interpersonal skills • Meticulous and attention to detail • Knowledge of MS Office is a must 	Hybrid
	1	Intern - IT		
	1	Intern - Business Executive Support		
Difference Engine	1	Intern - Sales and Marketing	<ul style="list-style-type: none"> • A good command of the English language; impeccable grammar • Strong interest in reading and storytelling (books and comics; print and digital) • Savvy with social media and blogging platforms including BookTok • Creative and analytical • Keen interest or experience working in publishing • Enjoys reading Sing Lit or Southeast Asian literature • Photography, video editing skills, and HTML 	Hybrid - There will be occasions where the intern will be required to meet in the office and/or staff external events.
	1	Intern - Editorial		
English Corner Publishing	1	Intern - Sales & Marketing	<ul style="list-style-type: none"> • Candidate gets to learn digital marketing and involve in market research. • Able to gain knowledge in marketing products in market place platforms • Office Administration and operation • Visit the bookstores if there is no more government restrictions. • Expect students to be multi task, such as willing to pack books for export. 	office base
Epigram Books	1	Intern - Sales & Marketing	<ul style="list-style-type: none"> • Good knowledge of English (both written and spoken) • Familiar with social media • Know how to use Microsoft Suite • Ability to do shoot and edit video, and do basic design is an advantage 	Office base
	1	Intern - Editorial		
	1	Intern - Design	<ul style="list-style-type: none"> • A strong portfolio in graphic design, good sense of layout, composition and attention to details • Proficient in Adobe Suite (InDesign, Illustrator, Photoshop), and general knowledge of Microsoft Office (Word, Excel, Powerpoint). After Effects/ Lightroom fluency is a plus • Able to work independently and as a team; you will work closely with the design team/ art director (don't worry, we'll provide lots of guidance) • Able to conceptualise and come up with original creative ideas • Basic photography/ videography skills are a bonus • Versatile illustration/ typography skills are a bonus • Good interpersonal & communication skills (both written and verbal) • Positive learning attitude and flexible approach to solve problems 	

ilovereading.sg	1	Intern - Sales & Marketing	<ul style="list-style-type: none"> • Energetic • Intelligence • Integrity • Basic comp skills • Basis presentation skills • Positive attitude • Mentally strong and always ready for new assignments 	Hybrid - Working from office most of the time and may task to work in the retail malls/ or even from home.
	1	Intern - Editorial		
JSIM Education	3	Intern - Sales & Marketing	<ul style="list-style-type: none"> • Communication. Communication occurs in a variety of ways, but future employers are primarily interested in your ability to write and speak professionally. ... • Interpersonal. ... • Collaboration. ... • Time Management. ... • Adaptability. ... • Critical Thinking. ... • Research and Analysis. ... • Initiative 	Office base
	1	Intern - Design		
	1	Intern - Editorial		
Landmark Books	1	Intern - Design	<ul style="list-style-type: none"> • Familiar with Microsoft Word • InDesign and Photoshop skills are an advantage • Intern must have her own laptop 	Office base
	1	Intern - Editorial		
MUSE Pte Ltd	2	Intern - Sales & Marketing	<ul style="list-style-type: none"> • Familiar with Microsoft Word • InDesign and Photoshop skills are an advantage • Intern must have her own laptop 	Hybrid
	1	Intern - IT		
NUS Press	1	Intern - Sales & Marketing	<p>Applicants should be interested in learning about all aspects of publishing. They should have exceptional attention to detail, be willing to contribute to all aspects of the business and be enthusiastic self-starters. Experience in editorial and/or marketing and social media is not a requirement, but will be viewed favourably.</p>	Hybrid - It will depend on the recommendations of the government and the university at the time of the internship.
	1	Intern - Editorial		
September 21 Enterprise	2	Inter - Sales & Marketing (Social Media Marketing)	<ul style="list-style-type: none"> • Able to provide alternative and innovative solution to promote and market our company wide range of products and services • Experience or interest/passion in social media marketing would be an advantage 	Hybrid - Can work from office and home to practise safe distancing procedures
	2	Intern - Editorial	<ul style="list-style-type: none"> • Excellent command of English (Mandarin would be an added bonus) and literacy skills • Eye for details and creativity • Editing skills and experience would be an advantage 	
	1	Intern - Design (Graphic Media)	<ul style="list-style-type: none"> • Graphic artist, preferably able to provide hand-drawn art work as well • All relevant artist and software skills 	
Singapore Asia Publishers - www.sapgrp.com	1	Intern - Editorial	<p>Due to 20% of our products in the Chinese Language, the candidate preferably be able to communicate in a written and/or verbal way in both English and Chinese; Excellent communication and research skills; High attention to details;</p>	Hybrid - Work from Home only occasionally
	1	Intern - Design		
	2	Inter - Sales & Marketing		
Singapore Book Publishers Association Secretariat	2	Inter - Sales & Marketing	<ul style="list-style-type: none"> • Excellent written and spoken English. • Self-motivated with the ability to work independently and in groups when required • Meticulous and resourceful, with the ability to multitask • Excellent communication, interpersonal and organisational skills • Positive attitude and a willingness to learn 	Office base

Taylor and Francis Asia Pacific	1	1 Intern - Editorial	<ul style="list-style-type: none"> • Self-starting • Time Management • Research skills • Copywriting • Attention to Detail • Curiosity • Good written and spoken English • Basic familiarity with Word Processor and Spreadsheet applications 	Hybrid - Our staff now primarily work from home and our intern would be expected to do the same. We'd expect at most one day a week to be spent in the office.
Tusitala	1	Intern - Editorial	<ul style="list-style-type: none"> • Structured, detail-oriented, reliable and punctual • Professional communication in person, via email, and on the phone • Experience in scheduling, planning and research • Proficient in Microsoft Office, Excel, PowerPoint and other web-based apps • Some experience in an office environment that requires administrative and professional communication skills, ideally working with small teams 	Hybrid - Go into office once or twice a week
World Scientific	3	Intern - Sales and Marketing	<ul style="list-style-type: none"> • Must have initiative, creativity, and a keen eye for detail • Must be academically oriented with excellent command of English • Degree/Post-graduate Degree in Pure and Applied Sciences. 	Office base
	3	Intern - Editorial	<ul style="list-style-type: none"> • Effective verbal and written communication skills, analytical skills, and excellent interpersonal skills at all levels. • Ability in managing multiple projects simultaneously amid tight deadlines. • Proven ability to work independently as well as a team. 	