

# JOB VACANCY

## PUBLIC RELATIONS OFFICER

Directorate :  
CORPORATE AFFAIRS

Reporting to :  
EXTERNAL COMMUNICATION SUPERVISOR

Work Location :  
SITE BASE

### Job Responsibilities

- Develop and execute external publication activities plan as assigned to ensure all activities are well managed and well delivered in strengthening organization brand and reputation in the market.
- Coordinate and liaise with Information Center, QHSE Department and Corporate Social Responsibility Department to develop an integrated calendar of external communication events.
- Study and review incoming proposal from external parties in relation to event sponsorship to ensure that all incoming proposals are in compliance with DSLNG's sponsorship policies.
- Prepare and administer reports and documentation of external communication activities and sponsorship events to ensure availability of timely report to the DSLNG Management.
- Handle corporate visits and visitors according to company protocol and regulation to ensure the required service in place.

### Job Qualifications

- Minimum Bachelor degree in communication and public relations or related fields.
- Minimum 2 years of experience in relevant industry (preferably with exposure to Oil & Gas industry).
- Preferable for those who have good English communication skill because of the demands of the scope of work and responsibilities.

#### **\*Specific Conditions:**

Contract Base (1 year for initial stage with subject to permanent)

---

Please send your complete application letter, CV, recent photograph, current remuneration and expected remuneration to [recruitment@donggi-senoro.com](mailto:recruitment@donggi-senoro.com) and put the vacancy code "**Position Name**" as the email Subject (not more than 300kb).

DSLNG will maintain the confidentiality of information from the applicants. Please note that DSLNG never solicit any charge from the candidates during the recruitment process and is not responsible for charges that is not requested by the company. The entire selection process is based on the results of the competency tests and will be conducted in a transparent and objective manner.

Only candidate(s) who meet the criteria will be contacted.