

Project Manager (Marketing/Communications/Business)
Nanyang Technological University

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Posted Sep. 5, 2025, set to expire May 6, 2026

Job Title	Project Manager (Marketing/Communications/Business)
Department	CyberSG R&D Programme Office
Institution	Nanyang Technological University Singapore, , Singapore
Date Posted	Sep. 5, 2025
Application Deadline	Open untill filled
Position Start Date	Available Immediately
Job Categories	Research Scientist/Associate
Academic Field(s)	Sciences - General
Job Website	https://ntu.wd3.myworkdayjobs.com/Careers/job/NTU-Main-Campus-Singapore/Project-Manager--Marketing-Communications-Business-_R00021821
Apply Online Here	https://ntu.wd3.myworkdayjobs.com/Careers/job/NTU-Main-Campus-Singapore/Project-Manager--Marketing-Communications-Business-_R00021821
Apply By Email	
Job Description	

The CyberSG R&D Programme Office (CRPO) is a new national centre at Nanyang Technological University, Singapore. CRPO will focus its efforts on three main thrusts to advance cybersecurity comprehensively: cutting-edge research and development, advancements in technology and translational development, and fostering ecosystem/industry growth and training.

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We are seeking a dynamic and detail-oriented Project Manager (Marketing & Outreach) to manage the planning, execution, and delivery of marketing campaigns, brand activations, and corporate/community events. This role requires strong organizational skills, stakeholder management, and the ability to work cross-functionally with creative, digital, and external partners to ensure successful project outcomes.

Key Responsibilities:

- Plan, coordinate, and execute end-to-end marketing campaigns and events.
- Define project timelines, budgets, scope, and deliverables in line with business goals.
- Liaise with internal teams (creative, digital, sales) and external vendors (production houses, venues, agencies).
- Manage multiple projects simultaneously, ensuring deadlines and budgets are met.
- Monitor progress, anticipate challenges, and implement solutions proactively.
- Ensure brand consistency across all marketing and event touchpoints.
- Track project outcomes and prepare post-event/campaign reports for management.
- Support continuous improvement in project workflows, vendor management, and cost efficiencies..
- The successful applicant will be on a 1-year contract.

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Job Requirements:

- Bachelor's degree in Marketing, Communications, Business, or related field.
- 3–5 years of project management experience, preferably in events, marketing, or advertising agencies.
- Strong knowledge of event planning, marketing campaign execution, and vendor management.
- Excellent organizational, multitasking, and problem-solving skills.
- Strong communication and stakeholder management abilities.
- Proficiency in project management tools (e.g., Asana, Trello, MS Project).

We regret that only shortlisted candidates will be notified.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Singapore