Applications for SBPA Internship Programme 2020 OPEN!
The Singapore Book Publishers Association (SBPA) is looking for undergraduates to participate in its 2020 internship programme. Selected interns must commit 10 weeks, spanning from 18 May to 24 July 2020. Interns will work at one of SBPA’s participating member companies during this period. We will be adding more companies in the coming weeks.

Roles and Responsibilities
Our participating members will require interns to take on different roles in their respective companies. These roles are:

1. Sales and Marketing
2. Editorial
3. Design
4. Social Media

Aside from gaining valuable experience from our participating member companies, interns will go through weekly training seminars conducted by experienced SBPA staff. These seminars include relevant skills in book publishing, such as copyediting, proofreading, book marketing and book designing.
Interns will also get to visit printing companies and bookstores to better understand the final stages of book production. A supervisor/mentor will be assigned to guide each intern throughout the programme. The remuneration for this programme will be $600.00 per month.

Requirements
- Students majoring in arts, business, design, marketing, math, science and social sciences-related subjects.
- Excellent written and spoken English. Proficiency in either Mandarin, Malay or Tamil will be an added advantage.
- 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
Other qualities

- Proficiency in Photoshop, InDesign and Illustrator is welcomed but candidates must be familiar with Microsoft Office applications

How to apply

Complete the Internship Application Form and the Internship Application Questions and send those, along with a copy of your CV to info@singaporebookpublishers.sg. The e-mail subject title should be "SBPA INTERNSHIP APPLICATION 2020". The closing date for applications is 1800hrs, on Friday 16 March 2020.