



Account Executive

About Us

Born and bred in Singapore and fully independent, GOVT Singapore has been around since 2012. Today, we are about 50-people strong, with clients from a variety of industries and markets such as OCBC Bank, Tiger Beer, NTUC, Julie's, SATS, The Learning Lab, Sentosa and more.

We're driven by a simple, singular objective: To help our clients achieve "firsts" that will drive their business ahead. This has led us to be one of Singapore's most recognised agencies, as regular winners over the years in Campaign Asia Pacific's Agency of The Year Awards, being recognised in the World's Leading Independent Agencies list by Campaign UK and NetworkOne and winning the Grand Prix in the Entertainment Category in Spikes Asia in 2019.

But above all – like any good government – we're all about doing right by our people, helping our clients prosper and serving the land we're on. And it all starts with effective and creative work that we're proud to put out there.

GOVT is a wholly owned subsidiary under Singapore based independent communications company, ALT Worldwide.

The Role:

We are looking for an Account Executive to work on one of the agency's key clients.

Reporting directly to an Account Manager/Senior Account Manager and overseen by an Associate Account Director, you will be working in a collaborative environment with a highly experienced Account Management team. Aside from processing briefs and managing your clients, you will be exposed to the full spectrum of the creative and production process – as you will also be working closely with the Creative, Integrated Production, Planning, and Social teams to develop and deliver impactful creative work. You will take part in presentations and brainstorming, conduct research and reviews, and support the Account Management in delivering excellent service to our clients.

Our ideal candidate:

- You're well-organised, detail-oriented and digitally-savvy
- You're good at managing your time and handling several projects at once, always ensuring that work is delivered according to standard agency lead times
- You have excellent communication skills – you are a good listener, able to write well, can articulate opinions clearly, and eager to participate in group discussions like presentations and brainstorming
- You're a team player – you are able to push your colleagues to deliver the best work possible, find solutions to problems, and comfortable to interact with and manage different levels of seniority (both on client and agency side)
- You have an eye for numbers – you will be responsible for managing your campaign's budgets, working with the Integrated Producers and Creatives to ensure that the desired work is delivered at the best value to our clients

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- You will support in delivering our role as the Lead Agency for OCBC, assisting your managers in coordinating with our agency partners (media, digital, social, PR) for integrated campaigns and serving as brand guardian as needed to check work done by third-party production vendors