



Video Editor

Full-Time

About Mandarin Learning Tours

Mandarin Learning Tours is a boutique founder-led experiential travel company based in Singapore. We design immersive Mandarin cultural journeys for families with young children aged 2 to 6, placing them inside real living cultural environments where live and learn like a local Beijing family for one week.

Our flagship experience is based in Beijing, with journeys expanding across China and internationally. Each journey is intentionally small, limited to five families carefully matched in values and pace. Each journey is designed around each child's interests and developmental stage, so no two journeys are ever the same.

We work with a close-knit, in-house team of early childhood educators and operate seasonal journeys throughout the year.

The Role

You'll operate in a backend capacity that is highly confidential - owning the content pipeline from raw footage to published post. The immediate priority is to jump on our edit backlog. From there, the role grows into ongoing seasonal content, documentary-style storytelling, and a video podcast.

You will work closely with the founder, absorbing the brand's aesthetic, the narrative context behind each trip, and the editing instincts that define MLT content.

Within 3 to 6 months, the expectation is that you are reviewing footage independently, proposing directions, and delivering first cuts with minimal briefing, while travelling!

This is definitely not a role for the passive!

What You'll Do

- Travel with the team for 6+ tours per year, each lasting approximately 7-10 days, to film on the ground behind the scenes, children, families, educators, and unscripted moments. Tours are currently based in Beijing with expansion planned across China and internationally
- Edit family travel films, reels, and educational clips for Instagram (and YouTube in future)
- File archival management on Google Drive
- Maintaining a content calendar
- Apply bilingual (English/Mandarin) captions
- Photo editing for social media and the MLT website
- Social media graphics, carousels, and promotional collateral
- Website updates (text, images, basic layout)

What We're Looking For

Skills

- Strong narrative editing sensibilities
- Ability to perform colour grading to maintain a consistent, high-quality visual style
- Technically sound in common editing software (e.g., Adobe Premiere, Capcut, Adobe Podcast Studio, Final Cut Pro, or similar tools)
- Proficient in handling DSLR and gimbal. Gear provided.
- Ability to capture documentary-style footage - anticipate moments, move discreetly, good eye
- Proficiency in both English and Mandarin. Much of our footage is in Mandarin. Without comprehension, independent editing is not possible
- Photo editing capabilities for social and web

Who You Are

- Female (bona fide occupational requirement due to shared accommodation during Beijing tours)
- Mid-20s to early 30s. Genuinely excited by regular international travel as part of the job
- Singapore Citizens and PR(s) preferred - culturally fluent in both English-dominant and Mandarin-speaking environments
- Outdoorsy and outgoing! Your lifestyle already includes outdoor activity (hiking, sport, travel)
- Most Beijing activities and all Singapore shoots happen outdoors. We need someone energised by the elements, not someone who will endure them!
- Proactive and accountable. You plan your own week, set your own deadlines, and deliver without being chased
- Emotionally intelligent and discreet. You are at ease in intimate family settings with young children
- Resilient - tour environments are unpredictable. You adapt without complaint
- Comfortable receiving direct feedback and iterating quickly.

What We Offer

- SGD \$2,800–\$3,000/month commensurate with experience, with a 3-month probation period
- 6-10 weeks of fully expensed international travel per year (flights, accommodation, meals)
- CPF contributions per MOM requirements
- Annual leave per MOM Employment Act, increasing with tenure
- Off in lieu for weekend/public holiday work during tours
- Real creative ownership as trust is established, with a clear path toward full autonomy

Working Arrangements

On-site at our Singapore home office when the founder is based in Singapore for close collaboration, real-time feedback, and ongoing knowledge and context transfer as the role evolves.

Remote arrangements will be introduced gradually when the founder is travelling or when full autonomy has been established over time.

During tours, days run approximately 8am-8pm in the field, followed by footage organisation and editing in the evening. We are looking for someone who genuinely enjoys this pace and rhythm.

How to Apply

Send the following to jolyne@mandarinlearningtours.com with:

- A short note describing who you are and why this role interests you
- Your portfolio or demo reel (Google Drive link is fine)
- CV or brief summary of relevant experience
- Design or photo editing samples

Mandarin Learning Tours Pte. Ltd is committed to MOM Employment Act compliance. Shortlisted candidates will be required to sign a confidentiality and conflict-of-interest declaration prior to offer.