



DEPARTMENT: SALES AND MARKETING

JOB CODE: #M001

POSITION: SOCIAL MEDIA EXEC

ROLE: JUNIOR

EMPLOYMENT TYPE: FULL-TIME

LOCATION: INDIA

QUALIFICATIONS & SKILLS-SET

- Degree and/or professional certifications in digital marketing, communications, project management.
- 4-5 years' experience in managing social media channels.
- Highly skilled in social media strategy and content development, including content writing, basic designing, video making, etc.
- Working-knowledge and experience in Canva.
- Superior written, editorial and verbal communication skills.
- Commitment and ability to work in an agile and dynamic environment.
- Experience in managing multiple, complex projects end-to-end.
- Able to work effectively with internal and external stakeholders.
- Content creation, development, execution and evaluation of social media campaigns on various social media platforms.
- Work with respective stakeholders to plan and develop content with a focus on end objective.
- Intelligence gathering and analytics from various sources and tracking tools
- Assess and report on the performance of social media campaigns.
- Manage budgets and timelines.
- Manage content for various company-owned digital properties.

INDUSTRY EXPERIENCE

Finance / Accounting / Social Media Management

EMPLOYMENT TYPE

Full-time

JOB FUNCTIONS

Marketing / Sales

Please send your updated CV in MS-Word or PDF to careers@financetechunlimited.com