

Join Our Team

SOCIAL MEDIA ASSISTANT

Duties & Tasks:

Brainstorm campaigns.

Create social media posts.

Research industry innovations and tools.

Update posts to include relevant keywords for search engine optimization.

Prepare reports on campaigns based on analytics.

Skills & Qualities:

Excellent knowledge of social media platforms such as Facebook, Instagram, and Twitter.

Analytical skills.

Excellent communication skills.

Eagerness to learn about new innovations and software.

Excellent time management skills.

An educational qualification or volunteer/career experience related to social media.