

Job Specification

Post title	Social Media Marketer
Responsible to	MaaMonth Manager

Role Purpose

- To work closely with the MaaMonth Manager in promoting MaaMonth across several social media platforms.

Role Outline

Key responsibilities and objectives of the job:

- To work closely with the MaaMonth team.
- To regularly update social media platforms including Facebook, Instagram and Twitter.
- Attend MaaMonth team meetings
- To complete any tasks given by the MaaMonth Manager
- To support and work closely with your team

Key Skills

- Organisation
- Team Work
- Communication- Written and Verbal
- Time Management
- Attention to detail

Essential Experience

- Ability to priorities workload
- Proficient in using multi social media platforms
- Creative vision

Desirable Characteristics

- Punctuality
- Enthusiasm
- Efficiency
- Decisive
- Approachable and sensitive to the feelings of others.
- Ability to work well with the lead.
- Good time management