

## JOB POSTING REQUEST FORM

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Reference #

**Company Name** 

Industry

Vacancy

Number of vacancies for that position

Job Type (FT, PT, Contractual, Seasonal)

Major(s)

Degree

Years of Experience

Location

**Remuneration & Benefits** 

Currency (LBP, Dollar, Lollar)

Tasks & Responsibilities

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Domtech

IT

**Digital Content Creator** 

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FT

Marketing, Advertising & Marketing or related

BA/BS

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- Writing, reviewing, editing, and updating content for company websites, blogs, marketing materials, and similar platforms.
- Conducting research and interviews to learn more about current trends, developments, and perceptions about the subject matter, and then contextualizing your findings.
- Assisting the creative team with the design of promotional materials.
- Using social media to engage consumers, respond to questions or complaints, and to promote company initiatives.
- Collaborating with internal departments to establish campaign objectives, complete tasks, and identify and solve problems.
- Monitoring social media and company website metrics.
- Utilizing SEO methods to increase site traffic.
- Suggesting new ways to promote company offerings and to reach consumers.