

## JOB POSTING REQUEST FORM

JOB DETAILS	
Reference #	CC-744-2022
Company Name	Cimenterie Nationale
Industry	Cement Industry
Vacancy	Communication Specialist
Number of vacancies for that position	1
Job Type <i>(FT, PT, Contractual, Seasonal)</i>	CDI
Major(s)	Media Studies
Degree	University degree in public relations, mass communication
Years of Experience	4 to 5 years of work experience in communication
Location	Chekka, North Lebanon
Remuneration & Benefits	Upon interview
Currency (LBP, Dollar, Lollar)	Mix of Dollars and Lebanese Pounds
Tasks & Responsibilities	<ul style="list-style-type: none"> <li>• The job holder will help in developing Cimenterie Nationale communication program and implement the Corporate Social Responsibilities projects that promote Cimenterie Nationale image between individuals, groups, or organizations.</li> <li>• He or she will be responsible in liaising with the assigned communication agency in order to assist in preparation and assuring an exquisite result related but not limited to: design, artwork, events coordination, brochures and leaflets, short informative documentary, etc....</li> <li>• The job holder will write or select material for a press release to the media and maintain active internal publication and communication through i.e., newsletter, reports, information materials, etc... Also, will handle the management, ongoing update and monitoring for the company's website and related social media platforms.</li> </ul>