

JOB POSTING REQUEST FORM

JOB DETAILS	
Reference #	CP-243-2022
Company Name	JSK Real Estate
Industry	Brokerage
Vacancy	Social Media Specialist – Content Creator
Number of vacancies for that position	1
Job Type(FT, PT, Contractual, Seasonal)	FT
Major(s)	Marketing & Advertising
Degree	Bachelor's Degree
Years of Experience	Minimum 2
Location	Sodeco – Sama Beirut Tower
Remuneration & Benefits	
Currency (LBP, Dollar, Lollar)	
Tasks& Responsibilities	<p>Job summary: We are looking for a competent Social Media Specialist to optimize our organization's digital marketing programs. Candidates for this role should be creative and innovative, multimedia savvy, well-organized, and must be excellent writers and communicators.</p> <p>General Duties:</p> <ul style="list-style-type: none"> • Process strategic marketing initiatives and activities • Implement marketing plans that include digital campaigns and branding • Setup tracking systems for campaigns and social media activity • Run periodic reports regarding social media Activity • Edit and enhance quality of pictures for social media usage • Design posts and create content for social media • Manage website's and portals content, make sure all information is up to date • Process the enlisting of properties on software by confirming all descriptive details are precise • Analyze complex data into user friendly format (graphs, charts, reports) for management • Work Closely with Sales Agents to help them in achieving Targets