

JOB POSTING REQUEST FORM

JOB DETAILS

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

CP-388-2022

Myriam Music

Music

Communications

1

Full time

Communication studies

Communication studies

2-4

Mansourieh

Social security

Dollar

- Negotiating deals
- Consult with executives to design efficient communication methods and policies for a variety of scenarios and emergencies.
- Following organizational news, draft press releases and speeches. Write letters, interdepartmental memos, and other business correspondence.
- Create press kits and communicate with media outlets and journalists.
- Conduct communications research and track the effectiveness of various communication tactics.