

Company: List of Life Events

Role: Social Media Marketing

Placement: Full Time

Location: London (SW2)

Hours: 9am-5pm (Mon-Fri)

Start time: ASAP

Salary: £15,000

Can you write interesting copy? This is a terrific opportunity for an ambitious Graduate with good writing skills and a passion for using social media.

The role involves:

- Helping to market new products through content writing
- Writing blogs for the website as well as guest blogging
- Promoting brand awareness via social media channels; Facebook, Twitter etc
- Researching and contacting relevant websites to share posts
- Understanding the importance of link building for the website
- Developing social media strategy.
- Understanding and further developing your knowledge of Google Analytics, Adwords and Webmaster Tools
- Collecting and managing copy right free images for promotional use
- Working alongside the events team to understand the company's booking system

The company plan and manage private and corporate events from hen and stag nights to business functions. The office is well motivated, fun and upbeat. At the moment this work is done by the MD and the Events Team but they are now looking for someone to take responsibility for the marketing and PR function and make it their own. So you will need to be pro-active, creative and willing to take responsibility. It will suit someone who is looking to further their career in marketing and PR as the job holds a lot of scope.

Very good spoken and written English is essential as are time management, attention to details and strong organisational skills.

Please apply with a covering letter and your CV.

(Only applications with both a cover letter ad CV will be considered.)