



Job Title

CareerOne SNS Channel Manager

Job Summary

We are seeking a creative SNS Channel Manager to develop, manage, and to grow CareerOne’s social media presence across multiple platforms. This role requires expertise in content creation, audience engagement, and performance analysis to drive brand awareness and engagement. The ideal candidate will have a strategic mindset, a passion for digital marketing, and a deep understanding of social media trends and best practices.

Key Responsibilities

- 1) Develop and implement a comprehensive SNS strategy aligned with the overall goals.
- 2) Manage and maintain social media channels (Facebook, Instagram, LinkedIn, YouTube, TikTok).
- 3) Create and manage a content calendar to ensure consistent posting and audience engagement.
- 4) Collaborate with designers, photographers, and videographers to create compelling multimedia content.
- 5) Develop engaging, high-quality content (text) tailored to each SNS platform.
- 6) Respond to comments, messages, and mentions in a timely and professional manner.
- 7) Identify potential risks and manage social media crises effectively.
- 8) Optimize content for SEO and social media algorithms.

Qualifications & Skills

- 1) NVQ level 5 in Journalism and Technology
- 2) Minimum of six months of SNS channel management experience
- 3) Excellent writing, storytelling, and content creation skills.
- 4) Fluent language proficiencies in at least 2 of these: Sinhala / Tamil / English

UBION EduTech Center
Overseas Business Department

5) Ability to work independently and collaboratively in a fast-paced environment.

Employment Type

Part-time

Job type

Contract-based

Job location

Local (Sri Lanka)

Work mode

Hybrid

Salary

Competitive salary, negotiable for the right candidate

For further information, send an email to jychoi@naddle.net

Application Deadline: 21st March, 2025

Join our team and grow with us!