

Hiring Requirements (Social Media Interns)

We are looking for a passionate Social Media Intern to assist our marketing team.

The ideal candidate should be creative, detail-oriented, and possess a strong understanding of social media trends and best practices.

Responsibilities:

- Assist in the creation and scheduling of engaging content for our social media channels, including Facebook, Instagram, Twitter, LinkedIn, etc.
- Assist in creating and sending Electronic Direct Email (EDM)
- Monitor and respond to comments, messages, and inquiries on social media platforms in a timely manner.
- Collaborate with the marketing team to develop and implement social media campaigns and promotions.
- Stay up-to-date with emerging social media platforms, trends, and best practices.
- Able to participate in weekend events when necessary.

Qualifications:

- Fair understanding of various social media platforms and their respective audiences.
- Excellent written and verbal communication skills.
- Creative thinker with a passion for storytelling and content creation.
- Detail-oriented with strong organisational and time management skills.
- Proficiency in using social media management tools (e.g., Hootsuite, Buffer) is a plus.
- Basic graphic design skills and knowledge of photo/video editing tools (e.g., Canva, Adobe Creative Suite) is a plus.
- Has basic photography skills