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P&G Recruitment 2023 – Jobs Near Me – Social Media Assistant Post

Hiring organization
P&G

Job Location

Remote work possible

Date posted
June 23, 2023

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Valid through
30.09.2025

Base Salary

Rs. 25,000 - Rs. 50,000

APPLY NOW

Qualifications

12th, Graduate

Employment Type

Full-time

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Description

P&G Recruitment 2023

Job Title: Social Media Assistant

Reports To: Social Media Manager

Summary:

The Social Media Assistant is responsible for supporting the Social Media Manager in the development and execution of social media campaigns. This includes tasks such as creating and managing social media content, monitoring social media engagement, and responding to social media inquiries. The ideal candidate will have a strong understanding of social media principles and practices, as well as experience with a variety of social media platforms.

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• Responsibilities:

- Create and manage social media content, such as blog posts, articles, and social media posts
- Monitor social media engagement and track social media metrics
- Respond to social media inquiries and resolve customer issues
- Support the Social Media Manager with other social media tasks as needed

Skills:

- Excellent customer service skills.
- Strong communication skills, both written and verbal.
- Ability to work independently and as part of a team.
- Proficient in Microsoft Office Suite.
- Knowledge of P&G products and services.

Sure, here is a sample job description for a Social Media Assistant position at P&G:

Job Title: Social Media Assistant

Location: Mumbai, India

Reports To: Social Media Manager

Summary:

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Responsibilities:

- Create and manage social media content, such as blog posts, articles, and social media posts
- Monitor social media engagement and track social media metrics
- Respond to social media inquiries and resolve customer issues
- Support the Social Media Manager with other social media tasks as needed

Skills:

- Strong understanding of social media principles and practices
- Experience with a variety of social media platforms
- Excellent written and verbal communication skills
- Ability to work independently and as part of a team
- Ability to meet deadlines

Qualifications:

- Bachelor's degree in marketing, communications, or a related field
- 1+ years of experience in a social media role

Important Links Find the Link in [Apply Now](#) Button

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