

New Project

Smartphones and Tablets
Routers and Modems

Specialist – Social Media

(BM / English / Mandarin Language Support)

The Responsibilities

- Build and execute social media strategy through competitive research, platform determination, benchmarking, messaging and audience identification.
- Generate, edit, publish and share daily content (original text, images, video or HTML) that builds meaningful connections and encourages community members to take action.
- Set up and optimize company pages within each platform to increase the visibility of company's social content
- Moderate all user-generated content in line with the moderation policy for each community.
- Continuously improve by capturing and analyzing the appropriate social data/metrics, insights and best practices and then acting on the information.
- Provide topics of discussion to maintain the natural flow of the message boards while being careful to avoid forcing conversation.
- Assist novices and help them become familiar with the boards.
- Monitor the user-generated posts on the message boards.
- To achieve the secondary goals of the community such as traffic growth, increased brand awareness increased customer expertise, free customer feedback acquisition and increased customer loyalty.
- Support the management team in the creation of management reports to agreed time scales.
- Assume team lead positions when the team leads are absent.

The Requirements

- Degree holder or have an equivalent professional qualification in a relevant field of study.
- Good command of spoken and written BM, English and Mandarin.
- Strong skills in troubleshooting smartphones and demonstrate awareness in latest changes in the smartphone/tablet environment
- Proficiency in a multi-system environment
- Basic web –based application skills including internet navigation and search experience on a computer.
- Functional understanding in networking and mobile devices (for internet connectivity –home or corporate).
- Knowledge of speed test methods.

The Package:-

- Attractive Salary (RM3000)
- Performance Related Allowance
- 15 days Annual Leave
- 14 days Medical Leave
- Medical and hospitalization insurance coverage.

Contact

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