

RECRUITMENT: SOCIAL MEDIA MANAGER



April is a creative agency specializing in strategic brand communications and creation of smart and effective advertising solutions. Visit www.april.com.vn for more information.

RESPONSIBILITIES:

1. Social Media Strategy & Management

- Research and build up the social media strategy & execution plans and proposals including new pitches and retainer clients.
- Analyze social media insights to develop future social media campaigns, report performance of campaigns and initiatives to extend current strategies, identifying growth opportunities & optimizations.
- Keep up to date with advances in social media technology/platforms and the latest trends.
- Make recommendations on improving future campaigns, efficiencies, and impact across channels;
- Coordinate and manage internal and external project members to deliver best performance of the project.
- Manage budget of on-going and pitching projects to maximize profits for company.
- Make required reports.

Social Media team development

- Recruit, train and manage Social Media team members (Content Writer, Designer, Media Executive)
- Evaluate and quality control of Social Media team members
- Solve team and cross-team problems.
- Maintain the spirit and values of the agency to the team.

Business Development

- Direct communication with clients for daily work & consultancy.
- Build and maintain strong, long-lasting client relationships
- Proactively seek for new business opportunities and deliver improvements.

QUALIFICATION:

- Be a Problem Solver with positive “I CAN DO” attitude. April believes experience can be learnt but negative “I CAN NOT DO” attitude will not lead us all far.
- At least 3 years of relevant experience as management level as Senior Content Manager or Social Manager.
- Proficiency with all digital and social media channels/platforms.
- Be stable under pressure and have strong sense of urgency.
- Excellent verbal and written Vietnamese communication & presentation skills.
- Good English communication skills.

BENEFITS:

- Work in a very motivated & open working environment
- Salary based on qualification & bonus
- Social Insurance, Health Insurance as required by law
- 24/7 private Health Insurance
- To be trained necessary skills

Interested candidates, please send your package of application (in English) including CV & any information if you would like us to see to hr@april.com.vn. Please note that only shortlisted candidates will be informed for the next round.