



**Maldives Marketing & PR Corporation
Male' / Maldives**

Announcement Number: (IUL)MMPRC-HR/1/2024/55

JOB OPPORTUNITY

Basic Salary (per month): MVR 8,284.00

Service Allowance (per month): MVR 2,899.00

Living allowance (per month): MVR 2,485.00

Phone allowance (per month): MVR 750.00

Technical Qualification Allowance / Supporting Qualification Allowance will be paid based on the highest qualification.

- Level 9 and above: MVR 1,750.00 (Monthly)
- Level 7 & 8: MVR 1,250.00 (Monthly)
- Level 6 & below: MVR 750.00 (Monthly)

Overtime and other allowances will be paid accordingly

Position: Social Media Coordinator

Vacancies: 1

**Department / Section: Marketing / social media &
Content / Social Media**

1. Minimum Qualifications:

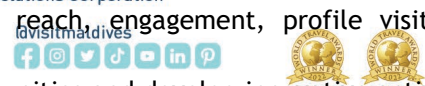
1. Diploma (National Qualification level 5) **OR**,
2. Certificate level 4 with 1 year of work experience **OR**,
3. GCE O' Level with 2 years and above experience in a relevant field.

2. Job Specification:

Experience/familiarity, knowledge & skills, and competencies are attached as annex1 of this announcement.

3. Key roles and responsibilities:

- a. Planning, building, and implementing visit Maldives advertising campaigns across multiple channels and platforms including Google, LinkedIn and Twitter.
- b. Execute corporate digital marketing strategies across multiple channels and platforms to achieve overall marketing goals in an integrated marketing communication approach.
- c. Plan content calendars and manage the day-to-day messaging, monitoring, and moderation of all social media channels e.g. posts, videos, competitions, mini and major campaigns etc.
- d. Research and provide inputs to level up advertising creatives across all the social media platforms.
- e. Supporting the development and delivery of Social Media Marketing activities that contribute to the marketing fairs, roadshows etc.
- f. Utilize tracking and analytics tools such as ad dashboards to measure campaign performance and to report insights to the management.
- g. Brainstorm and brief visual and copy ideas with other team members of the creative team.
- h. Track performance of social media campaigns, content, and overall health of social handles with regular reporting on metrics such as followers growth, reach, engagement, profile visits, web traffic, conversion, etc.
- i. Partner with social platforms to identify new opportunities and develop innovative activations.
- j. Collaborate with cross-functional teams and assist with projects like advertisements, marketing materials, product launches, etc.





- k. Constantly on the lookout for new developments and figuring out how to bring them into the company's marketing ecosystem.
- l. Following growth methodology, prioritize the most impactful ideas from your research, execute fast and present insights to the team.
- m. Execute platform marketing campaigns using solutions to boost campaign performance.
- n. Execute customer acquisition strategies through demand generation and remarketing campaigns utilizing search, paid social, video, and mobile advertising.
- o. Carry out all other tasks of the section assigned by the supervisor.
- p. Participate in the activities/events organized by the Corporation.

4. Deadline for Application Submission:

Interested candidates, please email your application to jobs@visitmaldives.com on or before 13th August 2024 (Tuesday), 1515hrs.

5. Compulsory documents required:

- a. Duly completed job application form.
- b. CV of the applicant with contact information (reference contact details with contact number).
- c. Copy of national identity card.
- d. Reference letters.
- e. Attested copies of educational certificates/ transcripts (certificates from abroad shall be accredited by MQA).
- f. Valid Police Report.

6. Additional Information:

- a. Only shortlisted candidates shall be contacted for the interview.
- b. Following the interviews, unsuccessful candidates will be informed verbally. A written document shall not be issued.
- c. Email address to submit documents: jobs@visitmaldives.com
- d. All documents should be submitted in PDF format as one document.
- e. Job application form will be available to download on our website at the link below.
Link: <https://corporate.visitmaldives.com/downloads/>. A copy of the application form is attached as annex 2.
- f. For any inquiries please contact: 3323228, 3035512, 3035513 or 3035514

7. Address line:

Ibrahim Shiuree,
CEO & Managing Director,
Maldives Marketing and Public Relations Corporation

05th August 2024

