



Jacana Media

Is making books every day your dream job?

Does learning all of the ins and outs of publishing excite you?

Are people and the words they've written your passion?

Are you a self-starter with a special skill for herding cats, keeping balls in the air and making the impossible possible?

Publishing Coordinator – Johannesburg

Jacana Media has a vacancy for a publishing assistant in our Staging Post division. We're looking for someone who is organised, can cope under pressure and has some idea of materials development and how book publishing works. The position requires excellent communication skills, the ability to manage deadlines and budgets, to use excel spread sheets, and an interest in guiding authors through their self-publishing journey.* If you think you can handle the pressure, tell us how and why.

* Experience in customer service, sales and/or project management would be a plus.

Closing date for applications 30 June 2018

Apply: klara@jacana.co.za

