



JonathanBall*Publishers*

MARKETING COORDINATOR – JOHANNESBURG

This leading South African publisher and agent for British and American books has an opening in the Marketing Department for a Marketing Coordinator.

Main purpose of the role:

To update the company websites and design promotional material.

Job Requirements:

- A qualification in graphic design is advantageous
- Experience At least 2 years' experience in designing for print
- Working knowledge of Adobe Suite: Photoshop, Illustrator, InDesign

Skills and competencies:

(The abilities that the individual needs to perform this role effectively)

- Excellent written communication skills
- Excellent verbal communication skills
- Strong interpersonal/relationship-building skills
- Content creation
- Video editing skills
- High attention to detail and strong layout skills
- Creativity
- Initiative
- Planning and organising
- Results orientation
- Pressure resilience

Duties would include:

Key responsibilities: (The primary tasks, functions, and deliverables of the role)

- Write, edit, update, and publish content on the company's corporate website and associated website(s)
- Ensure that all content published on the websites complies with relevant quality standards and is aligned with the company culture and brand
- Update and grow the company's blog's
- Assist with designing retailer website banners
- Assist with creating social media content
- Design for promotion material, including mock ups, presentations, and catalogues

- Creating print-ready materials (Die-cuts; crop marks etc.) for brochures, banners, flyers etc.

Those who meet the requirements of the post and are interested in applying for this position may apply on the Media24 career portal by clicking on the following link:

<https://media24.simplify.hr/vacancy/rkd894>

CLOSING DATE FOR APPLICATIONS: 26 AUGUST 2022

The company offers a competitive salary as well as optional membership to the Medical Aid and compulsory membership to the Retirement Funds.

Given our employment equity guidelines, preference will be given to suitable candidates from the designated groups.