

United Arab Emirates Jobs Expertini®

Digital Content Executive – UAE Nationals Jobs In Dubai UAE | EY

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Company: EY

Location: dubai

Category: other-general

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Description:

As a junior Digital Content Executive you will be responsible for overseeing the day-to-day administration of EY's digital channels in the MENA (Middle East North Africa) region, so that our website delivers against our digital media strategy and meets our quality criteria. You will support the Digital Channels Leader and Brand Leader, as a critical part of the team that implements governance and quality controls ensuring that EY's brand identity and digital strategy is upheld.

Responsibilities:

Manage and proof read content to be uploaded on the company website

Ensure that content is updated in a timely manner

Manage shared mailboxes

Audit the company website

Support EY spokespeople and manage people profiles

Proactively develop relationship with other BMC colleagues to help launch local and global marketing campaigns

Requirements:

Degree in a Marketing Communications or IT-related discipline with 1 year to 3 years of working experience in Web Development or a digital content role

Previous administration experience

Support weekly and monthly reporting on the company website and social media platforms where applicable

Knowledge of analytics tools such Google Analytics or similar

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