JACANA MEDIA

Jacana Vacancies – Marketing (Johannesburg Office)

Our frenetic marketing department has a few vacancies for energetic, proactive, fast-thinking people. A love for books, great ideas, excellent communication and loads of energy are essential.

Marketing Manager

If you can:
- inspire and manage a team
- innovate and implement a campaign
- budget and negotiate like a pro
- write and coordinate marketing material
- excite a journalist about a book
- soothe an author
- tweet, Facebook and Instagram in the blink of an eye

Tell us why we need you.

Closing date for applications: **15 December 2018**
Start date: **ASAP**
Apply: **hr@jacana.co.za**
Ref: **Marketing Manager**

Marketing Administrator

If you:
- have keen attention to detail
- can write a press release, a clever tweet or Facebook post
- can organise an event without missing a beat
- can speak to a journalist about your love for a book
- can manage tight deadlines
- can communicate with anyone from an author to the courier
- can navigate your way around Excel
- can keep excellent records

Then this position is for you.

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Start date: **ASAP**
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Ref: **Marketing Administrator**

Digital Coordinator - Marketing and Sales

If you are a creative person with:

- strong IT skills: InDesign (not negotiable), Mail Chimp/Everlytics, Joomla, Wordpress, Microsoft Office essential, all social media platforms
- experience in web maintenance
- the ability to interact with all social media platforms
- a clear understanding of sales and marketing procedures
- the ability to manage and compile sub packs, mailers and order forms
- knowledge of BookData listings
- skills in liaising with international distributors, compiling orders and ensuring data integrity
- the ability to compile and maintain metadata sheets
- the ability to work under pressure
- a deadline driven mindset
- strong attention to detail

Show us what you can do.

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Ref: **Digital Coordinator**

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