

We Are Hiring

SOCIAL MEDIA MARKETING OFFICER



- **Job Type: Full-time**
- **Location: Punchi Car Niwasa , Malabe**
- **Salary Range: LKR 45,000 - 65,000 (Depending on performance)**
- **Age: 22 - 35**

Job Description:

We are currently seeking a creative and quick-working Social Media Marketing Officer to join our team at Punchi Car Niwasa Malabe. The ideal candidate should have experience in handling a company's social media platforms, graphic design, video editing, website management, and photography and videography for the company.

Key Responsibilities:

- Manage the company's social media platforms including Facebook, Instagram, Youtube.
- Create engaging content and graphic designs for social media platforms.
- Take photos and videos using DSLR and GoPro cameras for the company's YouTube channel, including interviews and promotional videos.
- Manage and update the company's website. (www.punchicar.com)
- Monitor and respond to customers' inquiries and feedback on social media platforms including WhatsApp, IMO, and Messenger.

Requirements:

- Good knowledge of social media platforms and their marketing strategies.
- Excellent knowledge of DSLR and GoPro cameras.
- Proficient in **video editing** with multi-camera sequences
- Proficient in **Adobe Premiere** and **Photoshop**.
- Strong communication and interpersonal skills.
- Ability to work independently and in a team.

If you meet the above requirements and qualifications, please send your resume to sales@punchicar.lk . We will contact you within 5 days to schedule an interview. We look forward to hearing from you!



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www.punchicar.com