
Inoko Digital PEI Inc.

Student Intern

Job Description

Job Duties

- Design and implement relevant postings in social media platforms with analytics
- Help with website design, layout and content management
- Help on campaign and project execution
- Help with some testing of websites, social media campaigns, etc.
- Perform other tasks as assigned

Desired Knowledge, Education and Experience

- College diploma or University degree in progress
- Proficient in Microsoft Office applications (Excel, PPT, Word)
- Knowledge on Social Media marketing and website platforms
- Knowledge on Digital Advertising is preferred but not compulsory
- Able to meet tight schedule and attention to details
- High responsibility and a self-motivator

Contract length: 2 months

Part-time hours: 15-20 hours per week

Expected start date: As soon as possible

Job Types: Part-time, Temporary

Salary: \$13-\$16 per hour