

Job Title -: Digital Marketing Executive

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| • Location. - Mumbai. | Start Date. - Immediately. |
| • Duration. - 2 - 3Months. | Stipend. - Unpaid. |

Introduction:

Dialogues Media is a noted media-based company applying metrics to assess the efficacy of services or products of its customers in the competitive marketplace. Right from discovering the target audience building and getting useful feedback, we offer a complete spectrum of expertise including advertising, market research, and PR activities.

At Dialogues Media, we aspire to provide our customer's counsel based on our acumen and experienced judgment. Irrespective of the business size we work closely with our clients and strive to give our best to them.

Job Description:

- Identify on-page SEO opportunities and perform SEO
- Develop content strategies. Write/ edit interesting and attractive contents
- Audit contents and monitor websites or blogs
- Generate and handle social media contents
- Engage with various industrial professionals on social media to increase our brands presence
- Connect with professionals via mail or telephone

About Internship:

Day-to-Day Responsibilities Include:

- Researching about various topics for post.
- Making connections with company and other client in all social media platform.
- Making daily post's and upload in all social media.
- Connecting clients for offering digital media service & working for dynamic role into digital media .

Skill(s) Required:

- English Proficiency (Spoken)
- Ability to interpret large amounts of data and to multi-task
- Strong communication and presentation skills
- Excellent knowledge of statistical packages (SPSS, SAS or similar), databases and MS Office
- Search engines, web analytics and business research tools acumen
- Familiarity with CRM programs
- Adequate knowledge of data collection methods (polls, focus groups, surveys etc)
- Working knowledge of data warehousing, modelling and mining
- Strong analytical and critical thinking.

- Knowledge about editing tools
- Communication skills- written as well as oral
- Listening skills
- E-mail marketing skills
- Effective social Media handling and engagement
- Creative

Who Can Apply:

Only those candidates can apply who:

- are available for full time (in-office) internship
- can start the internship immediately
- are available for duration of 2 - 3months.
- have relevant skills and interests
- women wanting to start/restart their career can also apply.

Perks:

- Internship certificate
- Recommendation letter.

Notes:

- If the Job/internship is extended to three months Basic Stipend can be provided based on candidate performance and company's decision.

Pre Placement Offer:

- Students in Last year can be offered a PPO (Pre-Placements offer) in Mumbai CTC details would be shared once students is considered for PPO bases on candidate performance and company's decision.