

## Career Opportunity – Marketing & Social Media Assistant

Do you want to be part of a User Experience start-up based in London? This is an entry-level opportunity to work at UX Connections in our new Marketing/Business Development Department.

## Marketing & Social Media Assistant, London. Full-Time (permanent).

This salaried position is available immediately for the right candidate. We're looking for a conscientious, proactive and competent person to join our new department. You'll be joining 'on the ground floor' of our young company and developing new business initiatives. Please send your CV with a short covering letter describing why you're interested in this challenge, to [careers@uxconnections.com](mailto:careers@uxconnections.com) with the subject line "Marketing & Social Media Assistant, London".

### Background

UX Connections is a digital design consultancy founded in London, with offices recently opened in New York, Gothenburg and Sydney. We are currently in an exciting phase of expansion and are creating a business development department. The marketing and business development initiatives are being built out and we are formalising our growth plans.

### The role

The Marketing & Social Media role responsibilities will include:

- Social media content creation and scheduling
- Collect quantitative and qualitative data from marketing initiatives and sales process
- Perform market analysis and research on competition
- Support the marketing team in daily administrative tasks
- Assist in marketing and advertising promotional activities (e.g. direct mail and web)
- Keyword research and SEO analysis
- Written/visual content creation and development of sales materials
- Manage and update customer relationship management systems (CRM)
- Assisting with the launch of our new website [ux.co](http://ux.co)

### About you

You'll be an energetic and hardworking personality – someone who is creative, organised and diligent at the same time. Fundamentally, you will have a marketing mindset with great communication skills and an eye for customer trends. You may have just finished a marketing, business or humanities degree, and ideally will have a strong knowledge of different social media platforms, Microsoft applications and Photoshop.