

# Remote Part-Time Social Media Manager

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**To:** CareerServices@Assiniboine.net  
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K&J Construction LTD  
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<https://kandjconstruction.ca>

We are a forward-thinking company focused on leveraging social media to engage our audience and promote our brand. We are looking for a creative and driven individual to join our team.

Position Summary: We are seeking a Remote Part-Time Social Media Manager to enhance our online presence and engage with our community. This role involves creating, curating, and managing published content across various social media platforms while analyzing engagement metrics to optimize our strategy.

Key Responsibilities:

- Develop and implement social media content strategies aligned with marketing goals.
- Create engaging and relevant content for platforms such as Instagram, Facebook, Twitter, and LinkedIn.
- Monitor social media channels for customer engagement and feedback.
- Analyze performance metrics and adjust strategies as needed.
- Collaborate with the marketing team to support campaigns and initiatives.

Qualifications:

- A high school diploma or equivalent is required.
- Strong verbal and written communication skills.

Schedule: Flexible hours, 15 to 20 hours per week.

Compensation: \$20.00 per hour / \$400 weekly.

How to Apply: Interested applicants should send their resumes to Pamela Davis at [Pamelahr.dept@outlook.com](mailto:Pamelahr.dept@outlook.com)

We appreciate your support in sharing this opportunity with your students!

Best regards,

Pamela Davis  
Human Resources Director

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