



## Public Relation Officer

- **Vacancy for:** 1
- **Posted on:** Sept. 17, 2018
- **Deadline:** Sept. 27, 2018, 11:55 p.m.

### Basic Job Information

Job Category : Sales / Public Relations  
Job Level : Mid Level  
Employment Type : Full Time  
Job Location : Lokanthali  
Offered Salary : Negotiable

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### Job Specification

Education Level : Under Graduate (Bachelor)  
Experience Required : More than or equal to 2 years

### Other Specification

- Ability to work well with others, to develop and maintain positive working relationships
  - Minimum 2 years of experience in related field
  - Strong knowledge and experience with related field
  - Be discipline, co-operative, obedient and punctual to work
  - Good looking, good performance & English able to read and write
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### Job Description

- Develop PR campaigns and media relations strategies
  - Collaborate with internal teams (e.g. marketing) and maintain open communication with senior management
  - Edit and update promotional material and publications (brochures, videos, social media posts etc.)
  - Prepare and distribute press releases
  - Organize PR events (e.g. open days, press conferences) and serve as the company's spokesperson
  - Seek opportunities for partnerships, sponsorships and advertising
  - Address inquiries from the media and other parties
  - Track media coverage and follow industry trends
  - Prepare and submit PR reports
  - Manage PR issues
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### Applying Procedure

Apply Link : <https://merojob.com/public-relation-officer-68/>

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