



THE DAILY REMINDER NETWORK

THE DAILY REMINDER NETWORK, ALSO KNOWN AS TDR NETWORK IS AN ESTABLISHED ISLAMIC ACTIVIST (DAWAH) AND AID ORGANISATION BASED IN SRI LANKA, FOCUSING ON PROVIDING HALAL AND ETHICAL SOLUTIONS TO ITS STAKEHOLDERS ALL AROUND THE WORLD. TDR NETWORK'S DAWAH ACTIVITIES RANGES FROM ITS POPULAR ONLINE HUB, EDUCATION HUB, CONFERENCES TO ONLINE AND OFFLINE EVENTS. TDR NETWORK'S RECENTLY LAUNCHED ONLINE STORE AIMS TO CREATIVELY EXPRESS ISLAM THROUGH QUALITY AND MEANINGFUL ONLINE PRODUCTS AND SERVICES. THE NETWORK IS ALSO GREATLY INVOLVED IN CHARITY AND RELIEF PROJECTS.

THE POSITION – PROJECT/MARKETING MANAGER

THE APPLICANT MUST POSSESS THE FOLLOWING SPECIALISED TALENTS, SKILLS AND EDUCATION BACKGROUND:

- PERFECT COMMAND OF THE ENGLISH LANGUAGE, WRITTEN AND SPEAKING, IS AN ABSOLUTE NECESSITY.
- CONCEPTUAL UNDERSTANDING OF PROJECT/MARKETING MANAGEMENT.
- CORDIAL PUBLIC/CUSTOMER RELATIONSHIP MANAGEMENT AND PEOPLE SKILLS.
- DIGITAL MARKETING AND ADVERTISING SKILLS IS AN ADDED ADVANTAGE.
- EXPERIENCE IN SOCIAL MEDIA/EMAIL MARKETING AND MANAGEMENT IS AN ADDED ADVANTAGE.
- WORK FROM OFFICE OR WORK FROM HOME BASED ON CANDIDATES PREFERENCE.
- BOTH MALE AND FEMALE CANDIDATES ARE WELCOME TO APPLY FOR THIS POSITION.

DUTIES AND RESPONSIBILITIES

- PROJECT INNOVATION AND MANAGEMENT.
- CONTENT MANAGEMENT AND SCRIPT WRITING.
- ACQUIRE AND MANAGE NEW CLIENTS.
- CREATING AND MANAGING ONLINE, E-MAIL AND SOCIAL MEDIA MARKETING CAMPAIGNS, CONTESTS AND COMPETITIONS.
- CREATING AND MANAGING DIGITAL MARKETING AND PROMOTIONS ON FB, IG AND GOOGLE ADS.

APPLICANT REQUIREMENTS:

- DEGREE/DIPLOMA/PROFESSIONAL QUALIFICATION IN A MARKETING DISCIPLINE WITH ONE-YEAR MINIMUM EXPERIENCE.
- PRIMARY, SECONDARY AND TERTIARY EDUCATION MUST BE IN THE ENGLISH LANGUAGE.
- IF THE APPLICANT HAS NO SIGNIFICANT ACADEMIC QUALIFICATIONS, HE/SHE MUST HAVE A MINIMUM OF 3 YEARS RELEVANT EXPERIENCE.
- THE IDEAL CANDIDATE SHOULD BE A GOOD TEAM PLAYER.
- MUST BE ABLE TO COMMUNICATE EFFECTIVELY WITH RELEVANT STAKEHOLDERS.
- EXCELLENT TIME MANAGEMENT SKILLS AND FLEXIBILITY IS EXPECTED.

APPLY NOW!

IF YOU ARE INTERESTED, SEND IN YOUR CV TO
VACANCY@THEDAILYREMINDER.ORG
 YOU CAN ALSO CONTACT US VIA OUR NETWORK.
 FOR FURTHER INQUIRIES, CONTACT: 077 504 4779/077 400 9539

