

Job Opportunity

Post	Content Designer	Reference	Tradenet-HR/J/2023/38
Location	Male'		
No of positions	2		
Term of Employment	The duration of the assignment is 1 (one) year from the commencement of work. Contract can be extended after performance analysis at the end of the term.		
Remuneration	Based on qualifications and experience		
Scope of Work	<p>As a Content Designer at oneGov, you will play a pivotal role in crafting engaging, and compelling content across various platforms such as our websites, blog, vodcast, newsletter, and other digital and print materials.</p> <p>Your primary responsibility will be to utilize your creative abilities alongside strategic thinking to distill complex information and present it in diverse and engaging formats. As a part of the Content Design team, you will thrive in a dynamic and cross-functional setup, collaborating closely with a diverse team of experts from a range of creative and technical disciplines.</p>		
Qualification & Experience	<ul style="list-style-type: none"> ▪ Bachelor's degree in communications, Journalism, Marketing, Branding, or a related field. ▪ Proven experience as a Content Designer, Content Writer or a similar role in content creation. ▪ Strong editorial judgement with the know how to tell a story and carry a narrative through content. ▪ Exceptional written and verbal communication skills with the ability to take complex language and processes and make them simple to understand. ▪ Strong analytical skills to measure content performance and make data-driven decisions. 		
Responsibilities	<ul style="list-style-type: none"> ▪ Develop clear and simplified service guides to make information on public services accessible for citizens and businesses. ▪ Create high-quality, original, and innovative content ranging from bite-sized pieces to more extensive long-form content communicating complex concepts and topics. ▪ Collaborate with the BX team to develop content strategies that align with the overall outreach efforts and objectives. ▪ Ensure all contents adhere to the brand guidelines and tone of voice guide. ▪ Collaborate with designers, illustrators, and multimedia experts to create visually appealing and impactful content. ▪ Work closely with cross-functional teams including BX team to Solutions team, legal to support team, etc. to gather information and insights to create helpful content. ▪ Research, analyze, and identify gaps and opportunities to create informative, helpful, and engaging content. ▪ Manage relationships with subject matter experts both internal and external to make sure content is always accurate. ▪ Conduct research to ensure appropriate policy and legal checks are conducted on all content produced. 		

Interested applicants are requested to email us your applications with the following documents before 1000hrs on 27th August 2023 to

careers@tradenet.com.mv

- Completed Job Application Form (attached)
- Passport Size Photo (Digital Copy)
- Scan of National ID card
- CV
- Scans of educational certificates
- Employment reference letters
- Police Report

Kindly note that only shortlisted candidates will be contacted for an interview.