



ADVERTISEMENT INTERNAL VACANCY

Marketing and Communications Officer

The above vacancy exists within the Dramatic, Artistic and Literary Rights Organisation (DALRO). The purpose is to assist with the marketing of the DALRO brand, identify new market opportunities and launch and maintain the DALRO website.

The ideal candidate will have a Diploma or Bachelors Degree in Marketing and will have at least two years' relevant experience.

Key Performance Areas:

- Oversee and manage development of company website
- Website content management
- Conduct customer surveys
- Negotiating and liaising with service providers
- New market research
- Establish and maintain communication channels with clients
- General administration

Minimum requirements:

- Excellent written and verbal communication skills in English.
- Computer literate and ability to learn how to use non-standard software
- Ability to work independently as well as part of a team.
- Keen interest in internet media, web trends, sales and new marketing trends
- Understanding of web development and content management
- Ability to write reports, business correspondence, and procedure manuals
- An interest in theatre, literature and the visual arts would be an advantage
- Some knowledge of copyright a recommendation

Core Competencies:

- Assertiveness
- "Ideas person"
- Negotiation skills
- Interpersonal skills
- Networking ability
- Integrity
- Initiative
- Administrative skills
- Attention to detail

If you are confident that you have the necessary skills and experience to perform the above duties, please forward your CV to cv@samro.org.za.