Content writer

**Job Description**

We are looking for a Content Writer to join our team and enrich our websites with new blog posts, guides and marketing material. As a content writer, you’ll be working with teams across the countries to create valuable content that includes conducting thorough research on industry-related topics, generating ideas for new content types and proofreading articles before publication. If you’re familiar with producing online content and have an eye for detail, we’d like to meet you. Ultimately, you’ll deliver quality writing pieces that appeal to our audiences, attract customers and boost brand awareness.

Responsibilities

* Produce well-researched content for publication online
* Organize writing schedules to complete drafts of content or finished projects within deadlines
* Utilize industry best practices and familiarity with the organization's mission to inspire ideas and content
* Communicate and cooperate with a writing team, including a content manager, editors, and web publishers
* Follow an editorial calendar, collaborating with other members of the content production team to ensure timely delivery of materials
* Develop related content for multiple platforms, such as websites, email marketing, product descriptions, videos, and blogs
* Monitor and analyze the performance of key performance indicators (KPIs) to offer suggestions for improvement
* Use search engine optimization (SEO) strategies in writing to maximize the online visibility of a website in search results

Skills

* Proven record of excellent writing demonstrated in a professional portfolio
* Impeccable grasp of the English language, including idioms and current trends in slang and expressions
* Ability to work independently with little or no daily supervision
* Strong interpersonal skills and willingness to communicate with clients, colleagues, and management
* Ability to work on multiple projects with different objectives simultaneously
* Strict adherence to the style guides of each company and their policies for publication
* Good time management skills, including prioritizing, scheduling, and adapting as necessary
* Proficiency with computers, especially writing programs, such as Google Docs and Microsoft Word, Excel, Outlook, and PowerPoint
* Familiarity with each client's requirements and the company's brand image, products, and services

**Location**: [Enter location]

Company Introduction:

[Enter company details]