



CAREER OPPORTUNITY

(EXTERNAL ADVERTISEMENT)

Applications are invited from suitably qualified persons to fill the **full time post** of:

Content Creator – Health Promotions & Public Relations Department

JOB SUMMARY:

Under the general direction of the Health Promotion & Public Relations Manager, the Content Creator shall have responsibility for helping to build and maintain a positive brand image of the National Health Fund, by managing the NHF's digital marketing and multi-media content creation programme.

EDUCATIONAL REQUIREMENTS AND EXPERIENCE:

- Bachelor of Science Degree in Multimedia/Graphic Design/Video Production
- At least 2 years' experience in Graphic Design
- At least 2 years' experience in Video Production and Editing
- Any equivalent combination of qualification and experience

DUTIES AND RESPONSIBILITIES:

- Create content for the various NHF platforms – Digital Signage System, Social Media, Website, Intranet and YouTube (motion graphics, videography, photography).
- Manage, update and monitor the digital signage system and website
- Create advertisements, flyers, brochures, promotional materials, invitations, programmes for various events
- Maintain the multimedia catalogue
- Participate in public relations events
- Must be able to use Adobe Suite, Mac OS systems and applications

The NHF is seeking to fill the **full time Content Creator Post**. Applicants are invited to submit their application no later than **Wednesday, April 21, 2021**.

Addressed to: The Human Resource Department
NATIONAL HEALTH FUND
The Towers, 6th Floor, 25 Dominica Drive
Kingston 5
Fax: (876) 906-1105 Email: hr@nhf.org.jm

NB. We appreciate all responses **BUT** only short listed candidates will be contacted.