



EXENO

Exeno sp. z o. o.

is seeking a

Junior Social Media Manager

Who we are:

- Exeno.com is a globally oriented e-commerce, offering a wide range of products from the categories of electronics, art, fashion and much more. We distinguish ourselves by offering payments exclusively in cryptocurrencies, without the need to convert them into fiat currencies.

What will you do:

- Manage and develop social media content for company channels,
- Oversee brand awareness across digital channels,
- Support production of the creative concept for multiple social media channels (Facebook, Instagram, Twitter, Telegram, LinkedIn),
- Moderate all user-generated content, social, blog, and reviews,
- Coordinate our digital communication channels and company website,
- Coordinate and schedule digital content productions,
- Cooperate regularly with the PR & Communication, Marketing teams

We are looking for candidates with:

- open-minded, creativity and strong analytical skills
- Confidence working in English-speaking business environment: English proficiency to at least B2 standard,
- Good knowledge of Social Media trends and Microsoft Office,
- Ability to work in a fast-paced environment,
- Knowledge of e-commerce and cryptocurrencies as an additional asset

Additional info:

- Office-based role in an attractive location in the city center (ul. Bagno 2, Warszawa Śródmieście) with excellent public transport links (1 min walk from Śródmieście M1 and M2 station),
- Standard working hours are Monday to Friday, 9AM to 6PM,
- We offer casual work contract (Umowa Zlecenie), but are open to discussing alternative employment agreements on a case-by-case basis,
- We'll provide you with necessary equipment on site.

Apply by sending your CV to jobs@exeno.com. Please include the following declaration:
"Wyrażam zgodę na przetwarzanie moich danych osobowych przez Exeno sp. z o. o. W celu prowadzenia rekrutacji na aplikowane przeze mnie stanowisko".

Please note that only shortlisted candidates will be contacted.