

WEB CONTENT WRITER

- An individual who specializes in providing relevant text content for websites.
- Content writers must be capable of adapting their writing to the varying demands of different websites.

Duties and Responsibilities

- Web writers are content providers.
- They provide fresh and original content for websites, blogs and sometimes for social media platforms.

Qualifications

- Should be able to produce a lot of quality content quickly and efficiently.
- Should be able to write in a variety of different styles to reach several different audiences.
- To have some basic web design experience to understand how web content is presented visually.
- Strong editing and proofreading skills are also advantageous to the web writer.
- Should also have an excellent understanding of SEO (Search Engine Optimization) techniques and style to help drive web traffic to their client's website.

Rate: Depends upon experience (TBD)

PROJECT RELATED COMPETENCIES SOLUTION DEVELOPMENT AND DELIVERY

- Assists in physical and logical database design.
- Understands technical and functional design requirements.
- Creates prototypes for client engagements.
- Designs, codes, and tests technical solutions.
- Identifies system deficiencies and recommends solutions.

PROJECT EXECUTION

- Assists in enforcement of development deadlines and schedules.
- Understands the necessity of and contributes to coding standards.
- Develops internal and external meeting objectives and agendas.
- Prioritizes multiple tasks effectively.

PROFESSIONAL QUALITIES

- Displays a positive attitude.
- Demonstrates flexibility in day-to-day work.
- Sets high standards of performance for oneself.

TEAMWORK

- Establishes harmonious working relationships with team members.
- Appreciates each team member's contributions and values each individual member.

CLIENT MANAGEMENT

- Values internal and external clients and responds to their needs as they arise.
- Establishes effective working relationship with clients.
- Follows established communication guidelines.
- Uses good judgment in what and how to communicate with clients.

ORGANIZATIONAL RESPONSIBILITIES

PROFESSIONAL DEVELOPMENT

- Understands the professional development process and becomes actively involved by setting challenging goals and meeting them through continuous learning.
- Seeks input from mentors and supervisors.
- Actively applies feedback received to day-to-day work and strives to improve performance.

INTERNAL OPERATIONS

- Accurately completes and submits time and expense reports in a timely manner
- Accurately completes and submits status reports in a timely manner.
- Complies with all company policies and procedures.