



ITS Global, a Canadian owned company based out of Okotoks, is a technology company focused on providing software and hardware solutions and excellent customer support for feedlot operations of any size to assist them in running a successful, profitable and sustainable operation.

We are currently looking for:

SOCIAL MEDIA/MARKETING PERSON WITH GENERAL OFFICE AND ACCOUNTING SKILLS

to join our team on a part-time basis. This is a new position within our company, which will allow the right candidate to make this position his/her own. Although Social Media/Marketing will be the main focus of this position, we are looking for a candidate with some general office and basic accounting skills as well, or willing to learn this.

PRINCIPAL FUNCTIONS:

- Setup, maintain and execute marketing and social media strategies
- Create product and industry-focused content for social media, website and advertising material
- Coordination of tradeshow and travel arrangements
- Maintain our Microsoft Dynamics CRM system
- Tradeshow assistance when required
- Assist in day-to-day office tasks
- Assist in basic accounting in QuickBooks

EDUCATION, EXPERIENCE & SKILLS REQUIRED:

Education:

- Post-Secondary marketing degree

Work Experience:

- Experience in Marketing/Social Media an asset, but we will consider recent graduates as well.
- Affinity with the Feedlot/Beef Industry an asset

Skills / Abilities:

- Experience in Adobe Creative Suite, Microsoft Office Products
- Website building/maintenance experience an asset
- Strong time and task management skills, managing concurrent activities
- Effective verbal and written communication skills
- Basic accounting / general office skills
- Creative and Innovative thinker – able to see the bigger picture and problem solve quickly

WHAT WE OFFER YOU:

- Competitive salary (based on qualifications/experience)
- Flexible work environment promoting family/work balance
- A fast-paced environment with professional and progressive peers
- A great working environment
- Fun!

Please submit, in confidence, a resume detailing qualifications, experience and references to:

Email: careers@itslivestock.com

Due to AHS restrictions in place, please do not drop resumes off in person.