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# Example of Content Management Specialist Job Description

Our innovative and growing company is looking to fill the role of content management specialist. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for content management specialist

* Conduct research and analytics to support ECM strategies
* Participate in enhancement testing in applications and tools
* Identify gaps in business processes and help resolve with ECM capabilities
* Create, implement and enforce a global taxonomy model across GIM
* Communicate with stakeholders on an ongoing basis to ensure process and taxonomy adherence
* Own and enhance metric scorecards that are prepared for senior management
* Manage user onboarding and access change processes for consumers of the ECM platform, including receiving requests and following them from beginning to end
* Track and plan project milestones and deliverables
* Migration of ecommerce and media tracking tags into the GTM container ID
* Solve pixel tracking customer issues efficiently and with high quality standards

## Qualifications for content management specialist

* Bachelor’s degree plus a minimum of 5 years related experience
* Knowledge of web design/ user experience best practices
* Knowledge of eLearning authoring tools is a plus
* Motivated and independent worker
* Strong collaboration skills (team work, verbal & written communication, etc)
* Willingness to learn and self- teach