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# Example of Specialist, Content Job Description

Our company is looking to fill the role of specialist, content. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for specialist, content

* Produce prototypes and mockups of new Kindle eBooks and formats
* Help to establish process and quality guidelines to ensure quality levels of Kindle books are consistently maintained
* Think creatively to resolve content creation/conversion issues with a high aesthetic standard
* Identify and champion improvement ideas that could increase the productivity or quality of our content
* Measure and improve data integrity
* Proactively monitor and resolve bugs and questions within expected timeframes
* Producing original photography
* Creating infographics
* Working with the communications team to plan, create, and distribute content to targeted audiences
* Curating photos and videos

## Qualifications for specialist, content

* Bachelor’s degree in education, communications, or related field or equivalent experience
* Intermediate knowledge of HTML/CSS and experience with popular content management systems (Drupal, WordPress, Convio, Kintera)
* 2 years experience managing online content using internal admin tools
* Basic knowledge of data management best practices, or willingness to learn
* Ability to sit and work at a computer for long periods of time
* Ability to stand for long periods of time in order to deliver presentations