



Example of Content Management Specialist Job Description

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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

