

# Nox Bit Digital

<https://www.noxbd.com/career/it-executive-mirpur/>

## IT Executive

### Description

**About Us:** Nox Bit Digital is a startup digital agency combining research-driven strategy and inventive design to architect change and build the best experience for business

### Responsibilities

- Researching industry-related topics (combining online sources, interviews and studies)
- Write clear marketing copy to promote our products/services
- Prepare well-structured drafts using Content Management Systems
- Promote content on Social Media
- Create media content for social pages
- Daily work reports to the editor
- Work closely with our project manager and editor to answer any questions that they might have about the engagement of their work
- Turn our creative thoughts into concise, business-like, compelling and punchy literature.

### Qualifications

- Bachelor's degree in English Literature, Statistics, Machine Learning, Computer Science, Mathematics, Economics or other quantitative fields
- Ability to execute against tight deadlines in a fast-moving start-up
- 1-2 years of experience working in any web-related IT company
- Freshers with creative minds are also welcome to apply.

### Job Benefits

- 5 Working days
- Flexible work schedules
- Minimum 1-month contract
- 2 times festival bonus.

### Contacts

Please attach your CV along with a cover letter answering the questions as below:

- **Why this job is suitable for you?**
- **What is your typing speed? (Typing test website: <https://www.typingtest.com/>) choose: 3 minute test, words. Take a screenshot of your test and attach with your cv**

### Employment Type

Permanent

### Beginning of employment

1st April 2020

### Duration of employment

Minimum 1 Month

### Industry

IT/Computing

### Job Location

Dhaka

### Working Hours

9:00 AM – 5:00 PM

### Base Salary

? Negotiable

### Date posted

June 15, 2019

### Valid through

February 29, 2020