



Our people are our competitive advantage.

At Butterfield, we pride ourselves on being approachable, disciplined and proactive. If you embody these qualities and have the necessary experience, you may be the one we're looking for.

Online Marketing and Communications Specialist

Marketing and Communications Department

Note: this is a part-time position comprising 20 hours per week

This position, reporting to the Vice President, Communications is responsible for managing the content of the Bank's website and Intranet, maintaining accuracy and currency thereof.

Your responsibilities will include:

- managing and executing content updates on the Butterfield Group website, ensuring accuracy and timeliness
- assisting with the development of a social media strategy for Butterfield Group and managing the Group's presence in various social media channels (e.g., Facebook, Twitter, LinkedIn, social media-focused press releases, etc.)
- managing news and information updates distributed through Intranet and e-mail channels
- managing various project components related to updating and improving Butterfield's internal/external online marketing and communications presence
- undertaking special projects as assigned by Management

Your experience may include:

- Bachelor's or Associate's degree in Marketing, Communications or Information Technology, or equivalent experience
- expert-level proficiency in Microsoft Sharepoint 2010
- proficient and experienced using HTML/XML to manage website content
- knowledge of and experience using Adobe Photoshop, Illustrator and Acrobat Professional
- excellent communications skills, in particular strong writing and editing skills
- excellent interpersonal and problem-solving skills
- proficient in Microsoft suite of applications (Word, Excel, Outlook)
- excellent communication skills (both verbal and written)

Please apply by 31 October 2012 to:
Ilethea D. Simmons, Human Resources,
Butterfield, P.O. Box HM 195, Hamilton HM AX
Fax (441) 292 2073
resumes@butterfieldgroup.com

www.butterfieldgroup.com



Butterfield

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