



# JOB OPENING!

Reaching a Generation is currently looking for someone who is passionate about education and making a difference in the lives of students to join their School in a Box team!

## CONTENT MANAGER - Job Description:

We are looking for someone that can work independently and as part of a team. Someone who is self-motivated, deadline orientated, computer literate and has knowledge of educational platforms.

Applicant must have a thorough understanding of the CAPS and Cambridge curriculum systems. Prior working experience in the field of education is required.

## CONTENT MANAGER - Role Includes:

- Source new content and partner relationships with content providers
- Load and manage content layout on the educational platform
- Manage and quality check content from contracted content writers
- Manage and source the content required for new projects and clients
- Knowledge of copyright laws for use of content on an e-platform

### REQUIRED SKILLS:

- Computer Literacy
- Proficiency in programmes: Excel, Word, Powerpoint
- Understanding and usage of file types: PDF, MP4, MP3



# APPLY NOW!

Applicants should send CVs to:  
[anneli@reachingageneration.org](mailto:anneli@reachingageneration.org)