



JOB DESCRIPTION – Creative Writer

Company Background Information:

Mina Mar Marketing Group Inc., a global Investor Awareness and Strategic Communications firm, provides services to publicly held companies in various industries.

Company Website:

<http://www.minamargroup.net>

Job Description:

Conducts research to obtain factual information and authentic detail, utilizing sources such as newspaper accounts, diaries, and interviews.

Reviews, submits for approval, and revises written material to meet personal standards and satisfy needs of client, publisher, director, or producer.

Selects subject or theme for writing project based on clients business and writing specialty, or assignment from marketing coordinator, client, producer, or director.

Develops factors, such as theme, plot, characterization, historical development, action, and dialogue, to create material.

Writes press releases, content for mailers, industry research reports, newsletters, quarterly reports, annual reports, website content, industry related articles to name a few.

Organizes material for project, plans arrangement or outline, and writes synopsis.

Collaborates with other writers on specific projects.

Confers with client, publisher, or producer to discuss development changes or revisions.

Education:

College or University degree in writing, Journalism or equivalent

Salary:

TBD based on experience

To Apply:

Send resume to : hr@minamargroup.net