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## Job description

MR SEO is a start-up digital marketing agency in Essex that specialises in Search Engine optimisation. We are looking for our second employee to help deliver further growth as we look to innovate within the SEO space. This is an opportunity to be part of a fast growing & knowledgeable company in an exciting industry.

The role is perfect for anyone looking to continue their growth within digital marketing & eager to learn the ins & outs of SEO. You will be managing a range of direct customers and liaising with the owner Michael as you look to build on current SEO service.

As a small business we are flexible in how we approach our work and encourage employees the opportunity to build their skills through our training while having a say on how we take the business forward.

Job Details:

### Responsibilities of the SEO Executive

- Creating Monthly SEO Reports
- Using tools SEO Tools such as SEM Rush, Google Analytics, Google Search Console & Majestic SEO.
- Building reports highlighting on-site / technical issue using tools such as Screaming Frog.
- Implementing technical SEO changes
- Implementing optimisation changes through a range of CMS platforms
- Writing website / Blog content
- Outreaching Relevant Publishers
- Strategizing & Implementing Link Building & Content Marketing Tactics
- Other general office Administration Duties
- Keeping up to date with digital marketing trends

### Requirements of the SEO Executive

- Strong written and verbal communication skills
- 2 years SEO experience agency or brand side
- A desire to pursue a career in digital marketing.
- A good sense of humour is a must along with communication skills.
- The ideal person will be having a positive “can-do” attitude and self-motivated and be able to motivate others around them.
- An eagerness to learn and improve within the role.
- Proactive in learning and understanding the market and flexible to work with a wide variety of clients.
- Ideally 5 GCSE Grades (C and above) or equivalent, including Maths and English.
- Social Media / Previous Digital Marketing experience is preferred but not essential.

Benefits: (additional information)

- 20 days holiday (plus bank holidays)
- Choose Your Hours
- 3 Days office 2 Days WFH (Flexibility offered throughout)
- Yearly Summer & Christmas Party
- Excellent on-going training
- Rapid career progression
- Great Workplace
- A very friendly and extremely supportive team and work environment
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Expected start date: 01/03/2022

Job Types: Full-time, Permanent

Salary: £20,000.00-£25,000.00 per year