

## HAYMANS & CO., PLLC

Is looking for a motivated, outgoing student to promote our Companies via social media! The selected candidate will gain experience working with social media, promoting our services, and building our client base and brand, as well as learning to work in a fast-paced law firm and title company.



### Qualifications

- ❖ Social Media Marketing
- ❖ Online Engagement
- ❖ Verbal Communication
- ❖ Organization
- ❖ Content Creation
- ❖ Customer Focus
- ❖ Professionalism
- ❖ Integrated Marketing Communications Major Preferred

### Responsibilities

- ❖ Work 10-15 hours per week, with options to work from home.
- ❖ Brainstorm campaign ideas
- ❖ Engage with customers
- ❖ Assist with creating performance reports
- ❖ Analyze analytics to gauge the success of campaigns
- ❖ Manage company social media accounts such as Instagram, Facebook, and TikTok
- ❖ Clerical, Reception and General responsibilities.



Please submit resumes to [marylynn@haymanslaw.com](mailto:marylynn@haymanslaw.com)

Call (662)236-2003 with any questions!