

# TopBrandSolutions LLC

<https://topbrandsolutions.com/job/content-writer/>

## Content Writer (Open)

### Description

Position – Full time contractor

Timeline – Indefinite, permanent

Mission –

– The mission of the content writer is to consistently provide content to the standards of our content and publication documents and deliver quality articles on a timely basis.

### Responsibilities

– Work with our managers to develop content of 20-30 articles a month (this will vary with wordcount and article depth).

– Follow timelines and deadlines for different types of written articles on different subjects

– Grammar check and spell check content to make sure it applies to standards outlined in our writer standards documents

– Periodically may be asked to upload content into a template making it clean, aesthetic, visually attractive and presentable (only for some articles)

### Qualifications

- High level English required for communication and writing
- knowledge of WordPress and html/css an asset
- some basic knowledge of SEO an asset but not required
- experience meeting deadlines and working unsupervised
- some experience working in the tech or online marketing sector an asset

Critical Competencies

- Intelligence, a quick learner
- Attention to detail
- Organization
- Good Work Ethic
- High standards

### Job Benefits

Competitive Salary, Work from home, fun and friendly environment

### Hiring organization

Top Brand Media

### Beginning of employment

Immediate

### Duration of employment

Indefinite, Permanent

### Industry

Marketing

### Job Location

Remote work from: Mazatlan –  
Work Form Home, Good Internet  
Connection, Quite workspace and  
Laptop Required

### Working Hours

Monday to Friday 9-5, Saturday Half  
day

### Date posted

September 12, 2019

### Valid through

September 15, 2019