



PROFILE OF INNOVATION

Job Description:

Title: Web Content Publisher

Email: careercanada@schluter.com

Position Description:

Schluter Systems (Canada) Inc. is looking for a dynamic, self-motivated individual with experience and skills in web content publishing.

The Web Content Publisher will be responsible for managing, updating, and performing ongoing quality checks on our internal websites. In addition, they will be responsible for overseeing the overall translation process. Working closely with internal partners, the Web Content Publisher will require strong communication and interpersonal skills with a strong attention to process and detail.

Responsibilities:

- Act as the content management expert in the tools and processes required to manage site content
- Manage and publish content within content management system and related tools.
- Complete approvals and document process as necessary for content pre-publishing
- Ensure timely posting, tagging, and linking of content.
- Oversee translation process in collaboration with communications team and external translators
- Assure web-based information is archived for future needs and reference
- Perform maintenance and quality assurance tasks
- Operate within brand style guidelines and code standards
- Work with SEO Specialist to ensure content meets SEO standards
- Work independently or as part of a project team in a collaborative environment
- Manage time and workload. Understand when/how to reach out to peers, managers and other functions for assistance or guidance





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- Stay updated on current and new technologies. Be willing to learn, discuss and share new and relevant web topics
- Be willing and ready to work on other duties as assigned

Qualifications & Skills:

- Exceptional communication and organizational skills
- Knowledge of HTML and experience with content management systems (Hybris) is an asset
- Basic Adobe Photoshop skills is an asset.
- Solid understanding of search engine optimization and search engine marketing
- BA degree or equivalent experience.
- Excellent problem-solving skills

About Schluter Systems, L. P.

Schluter®-Systems is a family-owned and internationally renowned company that has been rapidly growing over the last 10 years. The Schluter brand is backed by a team of people working together to create a line of innovative products that provide solutions to the tile industry. We're looking to build our team with individuals who like to think BIG, and want to be part of what makes our products--extraordinary. We are a company that treats its employees, suppliers, and customers as long-term partners. Where success is built on a win-win philosophy and everyone should benefit.

"Profit is not the goal of the business. Profit is the consequence of a job well done"..... Werner Schluter, Founder

Are you interested in a truly unique and special company? Hear from our employees on what it means to be part of the Schluter family: <http://www.schluter.com/careers>. Then if you're ready to see life in Orange, talk to us about this career opportunity at Schluter®-Systems.

