



# We're hiring

## PR ACCOUNT EXECUTIVE

Gong Communications Kenya delivers world-class integrated PR, marketing and creative services in East Africa. Gong Kenya is affiliated to Gong Communications in London and our teams are experienced in tech, corporate and financial, education, energy, retail, infrastructure, sustainability and diversity and we build reputations and relationships to help our clients communicate their positive impact on the world. With companies ranging from publicly-listed multinationals to feisty start-ups, mostly in the B2B and corporate sectors, all our clients share our entrepreneurial spirit and a desire to try something different to achieve their goals. We're a diverse and curious group of people with varied skills, but are all united by a passion for delighting our clients and supporting each other to bring out our best.

The successful Account Executive will be working on clients ranging from infrastructure, fintech, agribusiness and should be able to demonstrate an active interest in these areas as well as international development and PR for non-profit organisations. Our current portfolio and growth areas present significant career progression opportunities for a candidate who possesses the unique mix of capabilities, experience and personality required for this role.

Whether you are building relationships with clients; developing creative and measurable content across social and digital channels; providing advice to colleagues and clients on market landscapes in East Africa; implementing innovative programmes or using linguistic skills to help other account teams, you will be an ambitious, global citizen who can contribute clever ideas, sound judgement and flawless delivery.

Typical duties include being the clients' daily 'go to' contact, traditional and social media relations, content writing and development, event management, research, managing suppliers, coordinating design projects, media monitoring, reporting and offering wider support to the team where needed. You will also have the opportunity to get out to industry events for networking and learning.

### Have you got what it takes?

We are looking for someone who can demonstrate:

- A degree in a relevant subject
- Entry-level understanding and experience of working in a communications agency
- Experience in using social media across a range of channels and applications
- Fluency in English and Kiswahili
- An proven interest in design and marketing and experience in coordinating design projects
- A pre-existing interest in international development, and sustainability-related issues through paid / voluntary work or study
- An aptitude for building relationships with a wide range of stakeholders from diverse backgrounds
- Excellent English writing skills and able to adapt style according to the audience and medium
- Proven experience of conducting various forms of in-depth research, analysis and report writing
- An ability to consistently manage account administration e.g. press lists, coverage, reporting
- Confidence managing workloads and delivering high quality work to tight deadlines
- A willingness to take on responsibility, learn quickly and progress fast
- A high attention to detail
- A flexible 'can-do' proactive attitude

In return, you can expect a competitive salary depending on experience and rapid promotion if you can prove yourself. We have a collaborative and supportive working culture and there will be an opportunity to apply for secondment to our London office. We are also passionate about being responsible world citizens, supporting employee-nominated causes through regular donations and pro-bono work.

If you are interested in this opportunity, please send your CV to [info@gongcommunications.com](mailto:info@gongcommunications.com).