



**bluelobster**  
the digital experience company

## Content Executive

### Company Description

Blue Lobster IT Ltd is an award-winning Software & Communications agency. The company works predominantly on large scale multi-partner UK and EU projects and initiatives to meet the needs of government policy, research, industry and education.

As a small team, we are involved in all stages of the design and software creation process, and we frequently join with larger multi-national teams depending on the projects we are involved in.

### Job Description

The role will entail predominantly working hands-on on your own content authoring and marketing tasks. You will also work in supporting the progression and training of peers in your team (both internal and external) and contributing to the ongoing strategy of the organisation. As many of our projects are multi-partner, you will be expected to work collaboratively with development teams, users, stakeholders and scientists across a variety of projects.

You will work, and exchange ideas and knowledge, with amazingly creative and technical talents. You will improve your hard and soft skills in a vibrant environment.

There is plenty of space for creativity, taking things in new directions, exploring new technologies and trends. However, more importantly, you will have the opportunity to realise these ideas collaboratively with other team members, clients and end-users.

You will apply yourself to the development of high-quality products you can get behind long-term, working toward the goal of further establishing Blue Lobster as a leader in the delivery of world-class web, server and mobile applications.

As this role is part of a small team, you should expect to contribute to other areas of the business not explicitly described in the role and also toward the overall aims and objectives of the company.

As part of a culture that embraces diversity, we encourage you to apply regardless of gender, race, disability, sexual orientation, religion, age, language or any other diversifying factor. Let us all strive to improve equal opportunities and accessibility within our industry.

This is a remote-based role with some UK and European travel required to collaborate with international project teams.

This role may be part-time or full-time and, where possible, will be flexible with regard to working hours.

### Responsibilities

- Writing – lots of writing, of high-quality content appropriate for the dissemination media / platform.
- Ensuring website, blog and social media content are well optimised for organic search results and reader engagement.
- Revision of supplied content for the appropriate voice and correction of grammar / improvement of structure.
- Article ideation and creation for PR, blog, social.
- Quality checking of existing content.
- Directly updating content in various Content Management Systems and working with designers to select the best images and formatting.
- Working with the team to document procedures and other internal documentation.
- Contribute toward the preparation of project proposals.
- Leading the development of new ideas for new content.

### Skills required

- A significant level of attention to detail is required for this role.
- Must be capable of communicating and 'interviewing' people at all levels.
- An outstanding command of English grammar.
- Extensive copywriting experience.
- Content marketing experience.
- Ability to read and understand complex material.
- Very self-driven.
- Excellent creative skills.

### What we offer

- Fully remote work with occasional national/international travel.
- Flexible working hours that will fit your schedule.
- A salary that you won't complain about.
- Your own personal mentor to help you in your career development and to get you underway.
- Dedicated training support.
- Regular meetings - but not so many that you are bored!
- A hierarchy that empowers you.
- Plenty of room for growth.

**IMPORTANT:** Strictly NO agencies.

You can apply for this position by sending a CV and covering letter/email to [careers@bluelobster.co.uk](mailto:careers@bluelobster.co.uk)