

**Job Title:** Local SEO & GMB Optimization Specialist

**About the Company:**

MediaNV is a digital marketing agency focused on our client's growth with robust lead generation for the damage restoration industry with our proven SEO, Google Ads, and overall digital marketing strategies.

**About this Opportunity:**

Our digital marketing agency is looking for a Local SEO specialist, primarily one that focuses on just local SEO and Google My Business (GMB) / Google Business Profile (GBP) optimization. You should be able to quickly audit a website and GBP listing and be able to provide a list of tasks to perform and the work necessary to get them to rank as quickly as possible.

**Responsibilities:**

- > Local GMB Audit and Strategy
- > Ongoing Keyword research and monitoring
- > Content planning and strategy
- > Manage content process with our writers
- > Competitor research
- > GMB/GBP Listing Optimization
- > A functional understanding of HTML and CSS
- > Stays up to date with the latest Google algorithm updates and latest local SEO trends
- > Communicate and inform the manager of what is happening locally in their workplace and what GMB initiatives and campaigns are taking place.
- > GMB Trouble Shooting to raise particular issues of concern.
- > GMB Keywords Ranking that affects the target audience.
- > GMB Local SEO, GMB Back linking, and daily GMB Posting
- > GMB Profile Should be Stable in 3 Pack
- > GMB Insight Reporting on a Weekly Basis
- > Solving problems in the workplace by promoting fairness and dignity at work.

**Qualifications:**

- > 0.6 to 2 years of experience in SEO & GMB
- > Must be able to manage multiple projects at once with urgency, focus, and deep dedication to establish ROI, and results, and meet all deadlines, with a can-do attitude.
- > Results-oriented and have a data-driven decision-making approach.
- > A creative and collaborative colleague and problem solver with strong analytical skills.

**Why Join Us?**

- > Competitive salary Guaranteed Incremental
- > 5 days of the company (Monday-Friday).
- > Excellent working and learning environment
- > Generous leave policy
- > Ideal working and learning platform
- > Rewards and Recognition
- > Cooperative seniors