

Website Content Manager (9m Contract)



About the Role

The Analyst is hiring for a website content manager, responsible for managing and developing our bespoke website and app through our existing relationship with an external development agency. This role will also manage all written and video content through our internal publishing process, ensuring our clients are consuming our research with the best user experience possible.

The successful candidate will be expected to work at our Clapham North office for a minimum of three days a week, with the option to work from home on Mondays and Fridays.

Key Responsibilities

- Ensure our website and app are both performing to the highest standard, monitoring for bugs and testing all published content.
- Manage our existing relationship with an external development agency with excellent communication and project management skills.
- Project manage all digital updates for our website and app, from concept, to testing, to launch; keeping key stakeholders involved and adapting to feedback.
- Responsible for digital publication of all notes and videos to our website, app, and third-party systems, using our bespoke content management system (similar to WordPress).
- Project manage our publishing process to ensure deadlines are met and stakeholders are coordinated.
- Formatting of documents, proofreading, and final check of all content to ensure our customers receive a superior product consistent with The Analyst brand.
- Set up and distribute weekly client newsletter using Salesforce CRM system.

Relevant Skills, Knowledge, and Experience

Criteria we are looking for:

- At least 4 years' experience working within website management.
- At least 1 year of experience within the financial services sector.
- Previous experience in project managing and developing websites and/or apps (ideally using Scrum, but not essential).
- Solution orientated with exceptional organisational skills.
- A creative eye with first class attention to detail.
- Excellent levels of communication including, written, verbal, and presentation skills.
- Experience in WordPress or similar style content management systems.
- Ability to work under pressure and deal with multiple stakeholders.

About The Analyst

The Analyst Alpha Generation Limited is a leading independent equity research provider, delivering differentiated stock recommendations to an exclusive group of clients comprising a number of the world's leading mutual funds and hedge funds. We undertake fundamental company research using rigorous and diligent processes with a long-term investment horizon, setting aside short-term noise and market chatter.

The successful candidate will have the opportunity to join an exceptionally talented and proud team with a track record of delivering superior results to our clients.

How to Apply

All applications should come through the Website Content Manager job advert posted on LinkedIn, for more information please visit [our LinkedIn page](#).

Deadline for applications: **Thursday 16 May**.

The Analyst is an Equal Opportunity employer committed to diversity in the workplace. All qualified applicants will receive consideration for employment without regard to race, colour, religion, sex, sexual orientation, age, national origin, disability, gender identity or any other characteristic.

We are proud to have been certified as a Great Place to Work for November 2023-November 2024.