

ACCOUNT MANAGER

CONTRACT: FIXED TERM, FULLTIME

STATION: TWO-RIVERS BUSINESS PARK, NAIROBI

ABOUT US

We are Oxygène MCL, a multidisciplinary communications agency based in Kenya. Specializing in strategic communications, digital marketing and technology-driven solutions, we are known for our innovative approach and impactful campaigns. We collaborate with a diverse clientele, including corporations, government agencies and non-profit organizations.

ROLE OVERVIEW

We are seeking a dynamic and experienced Account Manager to join our team. The ideal candidate will have a strong background in communications, excellent written and verbal skills in both English and Kiswahili, and a proven ability to manage all-rounded integrated campaigns across sectors such as mobile money, fintech, and associated industries.

KEY RESPONSIBILITIES

- Manage day-to-day client relationships, ensuring effective and professional communication.
- Develop and execute all-rounded integrated communication campaigns across PR, digital, brand communications, internal communications, media relations, and production.
- Draft, edit, and review client content, including press releases, speeches, talking points, internal newsletters, and digital content, in both English and Kiswahili.
- Provide strategic advice to clients on brand positioning, internal engagement, crisis communications, and media outreach.
- Coordinate production schedules and ensure the delivery of high-quality video content and other creative assets.
- Develop and maintain strong media relations, securing coverage and managing journalist interactions.
- Work closely with creative, digital, media buying, and production teams to ensure seamless delivery of multi-channel campaigns.
- Monitor, evaluate, and report on campaign performance and media coverage, providing insights and recommendations.
- Stay updated on trends in mobile money, fintech, technology, and communication to advise clients effectively.

EXPERIENCE, KNOWLEDGE & COMPETENCIES REQUIREMENTS:

- Minimum of five (5) years' experience in communications, public relations, journalism, marketing, or a related field, preferably within an agency environment.
- Strong oral and written communication skills in both English and Kiswahili.
- Proven experience leading or managing integrated campaigns combining PR, digital, brand communications, and production.
- Solid experience in mobile money, fintech, technology, or related sectors.
- Strong understanding of internal communications, media relations, video production, and brand communications.
- Ability to manage multiple client accounts and deliver under tight deadlines.
- Excellent interpersonal skills, a professional attitude, and a collaborative spirit.
- Bachelor's degree in communications, Public Relations, Journalism, Marketing, or a related

WHAT WE OFFER:

- A vibrant and supportive work environment.
- Opportunities to work with leading brands and innovative projects.
- Career growth and personal development.

Interested candidates should submit your CV and a brief cover letter outlining your relevant experience to hr@oxygene.co.ke by **May 6, 2025**.

