



Multimedia Manager

(Visuals, Graphics & Archiving)

Location Lahore, Pakistan

Type Full-Time

Salary Range Rs.100,000 – Rs.135,000

This position is for someone who is passionate about visual storytelling, with an ability to organize and manage all media related to our brand's journey.

The role takes the lead in capturing, editing, and managing visual content across digital (social media, website, catalogs, proposals) and print (advertising, portfolio) platforms, as decided by the calendar and templates in place.

This mainly includes product and lifestyle photography, graphic design, and archive cataloging.

Key Responsibilities

1. Visual Content: Capture + Edit

- Product photography (simple backgrounds or lifestyle set-up)
- Videography (product showcase or social media purpose)

2. Graphic Design

- Create graphic assets to assist different departments
- Design visuals for departments to use on social media, website, catalogs, and print collateral

3. Content Update & Management

- Follow the content calendar to manage and update visual assets
- Organize and maintain the media library for efficient access and usage

Qualifications & Skills

- Proficient in **Adobe Photoshop, Illustrator, Canva, CorelDraw**, and **Microsoft Office**
- Hands-on experience in **photography, videography**, and **content editing** for platforms like Instagram, websites, and print catalogs
- Strong graphic design skills, especially for **furniture, interiors**, and **lifestyle visuals**
- Disciplined and detail-oriented to follow
- A collaborative mindset, with experience working closely with management and design teams

Why Join Us?

- Work in a supportive, **female-led environment**
- Contribute to inspiring projects across **photography, branding, and content creation**
- Gain practical, hands-on experience in both **digital and print media for local and international publications**
- Be part of a growing, design-forward company with **exciting collaborations and visual storytelling opportunities**