

# Trion Group of Companies

<https://trion.com.ph/job/e-commerce-manager/>

## E-commerce Manager

### Description

#### Responsibilities:

- Manage and optimize online stores across Shopify, Lazada, Shopee, and other e-commerce platforms.
- Develop and execute online sales strategies to boost revenue.
- Monitor website traffic, sales performance, and customer behavior.
- Coordinate with marketing teams for digital campaigns and promotions.
- Ensure product listings are accurate, appealing, and SEO-friendly.
- Handle online customer inquiries, orders, and complaints efficiently.
- Analyze market trends and competitors to improve strategies.
- Work with logistics teams to ensure smooth order fulfillment and delivery.
- Prepare reports on sales, conversions, and overall e-commerce performance.
- Stay updated on e-commerce trends, platform updates, and emerging technologies.
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#### Qualifications:

- Bachelor's degree in Business, Marketing, IT, or a related field.
- At least 3 years of experience in e-commerce or digital marketing.
- Strong knowledge of Shopify, Lazada, Shopee, and online marketplaces.
- Experience in SEO, paid ads, and analytics tools.
- Excellent problem-solving and communication skills.
- Ability to manage multiple projects and meet deadlines.
- Proficiency in Microsoft Office and e-commerce tools.

### Hiring organization

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### Date posted

July 12, 2025