

Palmetto Electric Cooperative, Inc.

JOB POSTING

November 3, 2025

We have an opening for a **Marketing Assistant**. This position is based at the Hilton Head office.

Position Summary: Assists Marketing Manager in administration of H2O Select and other programs. Responds to consumer inquiries and complaints regarding bills, rates, usage, and electric service.

Position Specifications: High school diploma required. Two (2) year college degree in related field preferred. Knowledge of construction methods, HVAC systems, and electricity. Ability to climb steps and ladders. Must be proficient in Word and Excel. Ability to communicate effectively with consumers, both orally and in writing.

Palmetto Electric offers a full benefits package including a 401(k) and a defined benefit plan.

Interested candidates should submit a resume to HR@Palmetto.coop or complete an application at one of our four office locations.

All applicants for employment shall be considered and hired on the basis of merit, without regard to race, color, religion, sexual orientation, gender identity, national origin, age, disability, status as a disabled veteran or on the basis of pregnancy, childbirth, or related medical conditions.

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