Hi there!

I’m searching for a talented **social media virtual assistant** to help manage my Facebook business page. My business is in the [niche] industry, so any experience or knowledge in that field is a plus.

Your responsibilities will be outlined in a short video, but your role will include:

* Creating & posting simple content
* Boosting posts
* Inviting people to like the page
* Other general interactions on Facebook

Looking for someone who has immediate availability to get started. Looking forward to working with you!

Thank you!

**[YOUR NAME]**