

Pathao is looking for a proactive and driven **Executive/Senior Executive** for the **Food** team to support our content operations and restaurant activation initiatives. In this role, you'll be responsible for maintaining accurate menu content, assisting in restaurant onboarding, and supporting campaign planning to ensure smooth execution.

**The incumbent will have the responsibility to:**

- Ensure accurate and timely menu transcription, including item names, descriptions, pricing, add-ons, and proper categorization
- Maintain content quality by regularly checking menu accuracy, updates, and consistency across platforms
- Support campaign planning and activation, ensuring proper execution and coordination with internal stakeholders
- Assist in restaurant onboarding, including collecting required information, setting up restaurant profiles, and ensuring smooth operational activation
- Ensure adherence to content guidelines, SOPs, and platform standards

**The incumbent should bring along:**

- Minimum 1 year of relevant experience in content operations, e-commerce, or a similar role. Freshers are also encouraged to apply
- Strong analytical and decision-making ability with attention to detail
- Good command over Excel / Google Sheets and handling structured data
- Strong communication skills and a collaborative mindset

**Here's What You'll Enjoy at Pathao!**

- A dynamic & collaborative workspace
- Competitive salary package
- Two annual festival bonuses
- Leave encashment
- Comprehensive insurance coverage
- Gratuity
- Meal Allowance
- Phone Allowance
- Periodic team dinner
- Exclusive employee discounts on Pathao services

If you are ready to Learn, Acquire, and Scale, and are eager to **Challenge, Create, and Change** while contributing to Pathao's growth, we encourage you to apply through the **Application Form: <https://forms.gle/BptFxjtLD7MeY1jP6>**

To know more about our dynamic culture and explore more opportunities, please visit our **Career Website: <https://careers.pathao.com/>**

We will be accepting applications till **January 31, 2026**



The poster features a red background with a white megaphone icon and the text 'WE'RE HIRING!' in large white letters. The Pathao logo is in the top right. Below the text, there's a white area with a team of people working together. The bottom left has the text 'Join Us' and 'We're Here With You'.

WE'RE 

# HIRING!

Position:  
**Executive/Senior Executive, Food**



Join Us  
We're **Here With You**