

Date: October 29, 2009

Hours: Three positions:
1. Monday and Wednesday afternoons – approx. 3 – 6 pm
2. Tuesday and Thursday afternoons – approx. 3 – 6 pm
3. Friday afternoon and Saturdays approx. 10 am – 4 pm

Pay: Internship is Unpaid but successful participants will receive a Laptop with all the goodies. (Success is meeting the schools requirements and completing tasks as assigned)

Description: Looking for 3 interns to handle basic scripted low level bench work and marketing for a computer repair company.

Looking for self assured and patient candidates that have good people and speaking skills.

Responsibilities include

Learn Shop job flow

Learn shop information flow procedures and material handling

Learn basic backup procedures and tools

Learn basic PC troubleshooting and repair

Learn accountability

Additional duties

Basic marketing sales chores

Help clean and update current client database

Help launch new campaigns and track results

Help create test proof of concept website with Google apps

If interested, please sign-up below to be considered for an interview.

Name/phone number/email address
