



Summer Internship Opportunity:

Global Marketing Insights, Inc. was founded in 1997, and focuses on developing strategic sales and marketing systems, and market research for Geospatial Technology based industries focused on Geographic Information Systems and Remote Sensing, as well as providing the necessary research and training to implement the strategic sales and marketing plans for Geospatial Technology based industries.

Located in Independence, Ohio, Global Marketing Insights, Inc. has a summer internship opportunity available and we are looking for the right person to fill this position. The qualified candidate will be pursuing a career in business or marketing.

Capabilities/Requirements/Experience:

- Strong Microsoft Office Skills
- Strong PowerPoint and Presentation Layout Techniques
- ACT! contact database management
- Strong Written and Verbal Communication Skills
- Must be a creative thinker and possess the ability to handle and prioritize multiple projects Knowledge of basic office tasks and functions to include operation of standard office equipment
- Ability to work well both independently and in a team setting
- Experience or basic knowledge in the GIS or Remote Sensing Industry a plus

Duties:

- Online research as it pertains to our client projects utilizing Google and other related search engines
- Assist the President and Project Manager with Tradeshow planning and travel arrangements
- General office duties as assigned – i.e. answering phones, mailing, e-blasts, etc.
- Project planning scheduling
- Contact database management input and follow-up calls
- Prepare PowerPoint Presentations
- Input and design newsletter and report layouts/formats
- Some company paid travel (day and overnight) to industry tradeshows and client meetings is required (San Diego, CA, Washington, D.C., Baltimore, MD)

Position Offering:

- 35-40 hours per week (occasional overtime in accordance with project work schedule)
- Starting pay \$10.00/hour
- Work Schedule: 8:30am – 5:00pm Monday through Friday
- Some company paid travel (day and overnight) to industry tradeshows and client meetings is required (San Diego, CA, Washington, D.C., Baltimore, MD)
- Superior hands-on experience with the opportunity to return

Interested applicants should email their resume and any PowerPoint or writing samples to sherryloy@globalinsights.com

No Phone Calls Please

To learn more about Global Marketing Insights, Inc. please log onto www.globalinsights.com