

## **Marketing Intern**

Location: HQ, Richardson, TX

Reports to: COO

### General Description

The Marketing intern will assist in developing marketing programs and tools for the business. Research, analysis, assistance managing the CRM database, customer communications, loyalty programs and social media projects may also be assigned.

### Responsibilities

- Manage assignments and objectives to meet or exceed company goals including:
  - Electronic marketing communication (website, loyalty program, social media)
  - CRM system and customer database management
  - Development of printed marketing communication materials
  - Development of A/V marketing and training materials
  - General marketing programs and product management assigned
- Assist maintaining, applying and enforcing brand guidelines
- Assist in brand development projects
- Analysis of marketing data
- Develop product knowledge, and understand company business structure
- Such additional duties as may be assigned by the COO that the Marketing Intern's position may from time to time reasonably require.

### Compensation

Salary: \$10.00/hr

Schedule: Flexible

### Apply

Send a short 1 paragraph summary of education and career goals by email to: [brian@adhguardian.com](mailto:brian@adhguardian.com)

Brian Strzalka, COO

Guardian Access & Door Hardware

1761 International Pkwy, Ste. 113

Richardson, TX 75081

562-948-1816 x207

200918/BAS