Job Title: Sales & Marketing Intern
Department: Sales & Marketing
Shift: First
Status: $12 per hour
Reports to: Sales & Marketing Coordinator

Terra Drive Systems a tough-minded company that, rooted in authenticity and secured by common values, invites the joyful pursuit of big dreams. As members of a diverse community, Terra Drive Systems employees choose to embrace the following Core Values:

- Integrity
- Excellence
- Responsibility
- Respect
- Courage
- Awareness

Doing all we can to be the best we can be.

Summary of ideal candidate: A person to support the sales and marketing efforts of TDS in an effort to improve Brand recognition and market awareness of the company and its products.

Hours Requested:
Part Time and Full Time options.

Essential Sales & Marketing Duties & Responsibilities:

- The sales and marketing intern must learn about each product at TDS
- Must learn about different aspects of the sales cycle and also different techniques used for sales and marketing
- Work under a supervisor or mentor
- Create content and recommendations for social media, website, etc.
- Create content and make recommendations for PR.
- Manage CRM solution for both MudHog and EZ Trac teams.
- Assist with tradeshow and event planning
- May also work on special projects
- Learn sales techniques to be used over the telephone and have to make a targeted number of phone calls
- Assist in the creation of brochures, flyers, and other supporting materials.
- Assist closely with outside marketing agency.
- Create target/prospect lists for existing and potential customers campaigning
- Organize electronic marketing files
- Support Customer Service Department
- Assist in the development of direct mail, email, public relations and ad materials.
Qualifications / Training / Skill Requirements:
- Ability to juggle multiple projects simultaneously.
- Excellent communication skills with a positive attitude.
- Ability to work under tight deadlines.
- Strong organizational skills with attention to details.
- Strong computer skills.
- Project management skills.
- Phone skills and ability to work directly with customers.
- Ability to work independently to complete projects.
- Desire for personal learning and development.

Qualifications/Training/Skill Preferred:
- Proficient use of MS Office (Power Point, Excel, Outlook, Word and Access)

Education Requirements:
- Purdue University Current Student in a Sales, Marketing, or Agriculture degree program

Physical Demands:
- Must be able to sit, walk and use computer for extended period of time