



New Jersey Jackals - Part Time: Internship (Summer)

Sales & Administrative Intern

The New Jersey Jackals are looking for a **Part Time - Sales & Administrative Intern**.

Responsibilities include but are not limited to the following:

- Perform analysis of marketing and sales data
- Assist in public relations, community outreach, and event management
- Assist in the distribution or delivery of marketing materials
- Perform sales calls and providing customer service when needed
- Attending events and representing the organization in a professional manner

Qualifications:

- Must be able to work flexible hours including days, evenings, weekends and/or holidays
- Strong written and verbal communication skills
- Strong attention to detail and organizational skills
- Ability to multitask
- Knowledge of Microsoft Word and Excel

To apply for this position, please submit resume to careers@jackals.com