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# Example of Development Intern Job Description

Our company is hiring for a development intern. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for development intern

* Advertise open positions in external job boards, LinkedIn groups and social network platforms
* Coordinate recruitment system data entry, report and regularly summarize recruitment metrics
* Proactively support the team in sourcing for talent on a global scale, through multiple channels (social networking, employee referrals, internet, etc)
* Assist with CV screening and interview process
* Assisting the team with people-related projects (onboarding, training, succession planning, events, etc)
* Taking ownership for projects related to internal communication, social network presence, people analytics, recruitment and onboarding surveys etc
* You may also be asked to assist other functions of Corporate Solutions (Finance, Product, Operations, .) on specific projects and initiatives
* Participate in fleshing out the vision and the art of the possible around making information available and usable for the architecture, design, and development teams across Clorox IT
* Collaborate with cross-functional teammates to define, design, and develop new features
* Support account mapping – data cleansing, data mapping

## Qualifications for development intern

* Candidate must possess strong organizational and communication skills (written and oral in English) and ability to work within a cross-functional team
* Must be available for potential travel domestically and internationally
* Currently studying for an Academic degree in Business/Economics
* Strong interest in communication and automotive technology
* Ability to express technical knowledge in English
* Full-time, internship position