Our growing company is looking to fill the role of business internship. 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 business internship

- Work with project managers and business analysts from all areas of the business on scope review and overall project management
- Use design application to build interactive electronic forms, processes and business rules utilizing Java, JavaScript, HTML and SQL
- Create test plans and technical requirements
- Work with vendors on bug resolutions
- Support the CAS Business Manager on special projects which arise and need to be completed within a short time frame
- You will be responsible for accessing the reports and create new ones
- You will be available to answer data requests from the analysts
- Actively participates in the Company's Fraud Risk Assessment process
- Prepares clear and well-organized documentation that appropriately details the work performed
- Demonstrating agility and creativity to design programs that meet specific client needs

Qualifications for business internship

- You are a reliable person, detail oriented and with a positive attitude
- You consistently display the highest standards of professional and personal ethics and act as a positive role model for others
- You demonstrate flexibility and exhibit ownership

- Office experience and knowledge of other languages would be considered a plus