

Product Strategy and Engineering INTERN

New Position

| POSITION AVAILABLE | |
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| Title: Product Strategy and Engineering Intern | # of Vacancies: 1 |
| Dates: 2023 TBD Hours/Week: 15-30 hrs Working Days: Scheduled between Mon-Thr Location: Distribution Business-HQ- Indianapolis On-site or Remote: Hybrid Supervisor Name: Gaurav Madhok Supervisor Title: Product Strategy Leader Department Name: Product Solutions & Engineering | Work Availability Requirements: <ul style="list-style-type: none">• Preference is given to candidates who can work the full 9 weeks of internship.• Intern MUST be available to work at least 8 full weeks of internship - NO EXCEPTIONS (9 weeks of attendance is preferred, however 1 week off maximum will be considered)• Intern MUST be able to start on [date TBD] and report to work on that day - NO EXCEPTIONS to start on a different day |

DAILY TASKS & RESPONSIBILITIES

- DBU Product Catalogue Update:
 - Design DBU product Catalogue
 - Update DBU Product Catalogue with inputs from regional teams.

CAPSTONE PROJECT

1. DBU Product Catalogue refresh working with Global DBU Teams

SKILLS

- Strong computer skills required, to include basic computer navigation, typing, data entry
- Experience working with the following Microsoft Suite software applications: Word, Excel, PowerPoint, and Outlook
- Effective interpersonal skills, including verbal communications.
- Effective writing skills

PROFESSIONAL NETWORK DEVELOPMENT OPPORTUNITIES

Intern will be able to participate in coaching and development within the Product Strategy, Engineering and Sales department and other departments as interested. There will be opportunities to shadow individuals within the organization. Position will include working with a leader focused on development and corporate responsibility.