

Client Services Intern

Star is seeking a Client Services Intern that is a self-starter, has strong communication skills and the willingness to learn and ask questions. We specialize in the design, manufacturing and implementation of strategic trade show, retail, corporate interior and live event marketing solutions for an array of Fortune 1000 clients.

The Client Services Intern will serve as an internal project coordinator, working alongside the project coordinators and project managers on assigned tasks. As a member of the Client Services team, you will coordinate the information flow, show services, and logistical aspects of projects for an assigned client group. You will have the opportunity to attend internal and client meetings and assist the marketing and sales department as needed.

Qualifications:

- Must possess strong attention to detail and time management skills
- Ability to communicate effectively with coworkers in various departments
- Desire and ability to succeed in a fast-paced, results oriented environment
- Must be flexible, adept with multi-tasking and changing priorities
- Initiative and organizational skills are essential for success
- Working towards/recent graduate with a degree in marketing, communications, and/or related programs.

This paid internship will have a flexible work schedule based on class schedule, 20-30 hours per week for 6 months. To be considered for this internship, please email your resume to: internships@engagestar.com