

Sales & Marketing Intern



Full-time – 12 months – Miami, Florida

Description of the company

A distributor of Fine foods from France and around the world is looking for a Sales & Marketing Assistant to join their team.

Missions

- Ensuring overall company organization
- Establishing and organizing up-to-date databases and contact lists
- Managing schedules and calendars for all team members
- Producing marketing materials for promotion (including brochures, mailings, e-blasts, email newsletters) both utilizing existing templates and creating new formats and content
- Building and maintaining social media presence on all relevant platforms

Skills

- Bachelors or Master degree in Marketing or related field
- Must have strong Marketing & Sales skills,
- Must possess excellent verbal, written and presentation skills in English
 - Must have excellent analytical ability, including problem-solving and conceptual thinking.
 - Must be computer and PC literate.
 - Fluent in Spanish is a big plus