

# Marketing & Operations Intern



Full-time, 12 months – \$1000/months – San Francisco, CA

## Description of the company

A French company specialize in traditional desserts is looking for a Marketing & Operations Intern to join their team

## Missions

- Assist in community management efforts through events/tastings and social media.
  - Represent the company and help people discover our products.
  - Help lead efforts to communicate, educate, engage and, grow our followers base through community engagement via email marketing efforts, and through Facebook, Twitter, Instagram and other social media channels, in addition to posting comments and responding to user's inquiries.
  - Take initiatives and work as part of the founding team, brainstorming with us, tackling day-to-day problems, coming up with creative/original and efficient solutions.
- You will be trusted to take on responsibilities (only the ones you will be comfortable with...) and to make decisions.
- Part of the work will be done from our office/commercial kitchen in South San Francisco, and part will be events / trips / meetings.

## Skills

- Proficient in Illustrator and Photoshop (photography experience is a plus)
- # Experience in Marketing, Communication, Business management and other related.
- # Familiarity with social networking sites (mostly Facebook, Twitter, Instagram), but we will also train.
- # Proactive and willing to learn.
- # Positive, Happy, Energetic, Fun!
- # Creative and Flexible.
- # Well organized, with an ability to prioritize time-sensitive tasks.
- # Open-minded and generally socially conscious individual.
- # Strong communication skills.
- # Proficient in Microsoft Suite Office and a fast learner of computer programs and environments.
- # Reliable transportation and driving license
- # Interest in cooking / baking / food in genera