

## Sales and Marketing Internship Role Summary

The role of the Sales & Marketing Internship is to provide support to the Sales & Marketing department, with the potential of international travel to support the team at events. The sales and Marketing intern will be an individual keen on gaining industry experience either during their degree (industrial placement) or recently graduated.

The role will be primarily focused on supporting the business marketing efforts and will allow for the development of skills in other areas of the Sales function, including bid management, business development and commercial.

## Benefits of the Role

- Gain strong experience in Aerospace/ Defence industry
- Practical experience working closely with a successful Marketing agency
- Work on real projects
- Broadened Sales experience
- Opportunity to participate in exhibitions, events and company meetings
- Flexible schedule for students

## Sales and Marketing Internship Primary Responsibilities

- First point of contact between external marketing agency (used for the company's marketing efforts) and the business, ensuring all relevant content is collated and published as required
- Co-ordination and management of the company's annual events plan, which may include travel (both domestic and international) to support the wider team
- Support to business development and bid management teams as required

## Sales and Marketing Internship Requirements:

### Essential Qualifications and skills

- Relevant degree
- IT literate, possessing a working knowledge of Microsoft Office packages, in particular Excel spreadsheets and Word
- Creative flair, drive and energy
- Determination to take on challenges with the belief in one's own abilities and strengths
- Ability to plan, manage, develop and sustain strong customer/supplier relationships to maximise the business value
- Ability to adhere to deadlines
- Motivated, positive and enthusiastic with the ability to build relationships with internal departments
- Ability to follow instructions and processes and to use own initiative to complete tasks
- Ability to ensure accuracy of work undertaken with a keen eye for detail
- Flexible and able to adapt to change
- Highly organised with sound administration skills
- Excellent communication skills verbal and written
- Ability to work as part of a team or on own initiative as required

## Helpful skills and experience

- Marketing Experience
- Well versed in using Social Media

## Our Benefits Include:

- Pension Salary Sacrifice Scheme
- Life Assurance Scheme
- Company Sick Pay Scheme
- Tea & Coffee provided
- Onsite parking
- Corporate Eyecare vouchers

## About Us:

IrvinGQ is a world-leading supplier of parachutes, aerial delivery systems and naval decoys. We create innovative products that our customers know they can rely on in highly challenging conditions where there are no second chances. Our systems must work right first time, every time. If you want to be part of a collaborative and supportive team that helps customers achieve their goals through great engineering that stands out from the crowd and are looking for your next challenge, then we want to hear from you.

**Location:** Llangeinor, Bridgend, South Wales

**Contract Type:** 12 Months Fixed Term

**Hours:** Full Time, 36 hours worked over a 4-day week Monday-Thursday (flexible)

**Salary:** £18,000 - £23,000 depending on experience

You may have experience of the following: Marketing Executive, Community Manager, Sales Executive, Account Executive, Sales Manager, Account Manager, Account Management, Business Development Executive, Customer Service, Relationship Management, and Inbound Sales.