



JOB DESCRIPTION

Position: Marketing Intern

Dept: Sales & Marketing

Date: 2018

Location: Portland, Maine

Position opened . **Apply at** jobs@strimo.net

Strimo Solutions

Our company is seeking an Intern whose primary assignment will be working on market research, marketing coordination and other related marketing tasks. The ideal candidate will be computer savvy, be able to type and have great organizational skills

Strimo is a software company serving the growing legal cannabis industry. Strimo offers a unique ERP solution focused on improving the cannabis manufacturing process through integrated inventory tracking, costing, accounting, and point-of-sale. The cannabis industry is the fastest growing industry in the North America, with a current annual growth of over 25%. Demand for ancillary services as part of the industry, such as Strimo, is projected to follow the same trend.

Duties and Responsibilities

- Research market data for a specific market, related to technology
- Update information into spreadsheets, databases and customer relationship management systems
- Retrieve data from the database or electronic files as requested
- Coordination of marketing tasks
- Sort and organize and file paperwork electronically
- Update social media, blog post and related content
- Light marketing or sales related tasks

Requirements

- Fast typing skills are strongly preferred
- Excellent knowledge of word processing tools and spreadsheets (MS Office, Word, Excel, etc.)
- Basic understanding of databases
- Good command of English both oral and written
- Customer service skills

Qualifications:

If you feel you are qualified for this position, please apply directly above or send a copy of your updated resume to jobs@strimo.net