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All Direct Hire Contract Internships Jobs for Teens Full Time Part Time Full or Part Time

Keywords:

Writing and Editing

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Company Information

Company:



ICM Corporation

company profile

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Position/Internship Profile and Requirements/Preferences

Position/Internship title: Internship - Copywriting Intern
Location: Milwaukee, WI

Special Notes/Instructions

PLEASE INCLUDE WAGE RANGE REQUIREMENTS

Application deadline: Not specified
Type of employment: Part Time
Approximate hours per week: 20-30
Work hours (i.e. shift): 7:30am - 5:00pm FLEXIBLE
Start date of this position: ASAP
Period of employment: Ongoing
Type of compensation: Paid
Starting salary range: DOQ
Salary/Benefit notes: Guaranteed matching 401(k)!
College credits earned: No
Tuition assistance: No

Student status (minimum): Sophomore
Preferred majors: English, Journalism and Mass Communication, Marketing
Categories: [Marketing](#), [IT: Documentation/Technical Writing](#), [Writing and Editing](#)

Position/Internship Description

ICM Corporation is a catalog marketing, manufacturing, and distribution company with six divisions. In the past five years the company has doubled in size to over \$50 Million in sales and approximately 180 employees. We are currently seeking a Copywriting Intern to update our website copy per company guidelines.

Duties of this position include:

- Editing product information for better customer usability and search engine results.
- Editing headlines and product description body copy for consistency.
- Maintaining image accuracy on websites and in catalogs.
- Generate acceptable copy in a fast-paced environment under tight deadlines.
- Work

closely with the Graphics and Catalog Marketing departments to determine needs as they pertain to each project.

- Other duties and projects apply as necessary.

Qualified Candidates will have:

- English and/or Journalism experience
- preferred knowledge of writing styles for the web
- software experience in the Microsoft Windows environment and an ability to gain proficiency with new software programs
- excellent spelling and grammatical skills
- accurate typing skills
- attention to detail
- organizational skills with the ability to prioritize projects, multitask

Contact Information

To apply: Please send cover letter and resume with Salary Requirements to:

Fax: 414-290-1515

Email: dough@postalproducts.com

Mail: ICM Corporation - 500 W. Oklahoma Ave - Milwaukee, WI 53207

***** when applying say you found this position on JobsInOshkosh.com *****

