

SALES INTERN

As a year-round **Sales Intern** with Govig & Associates you will be involved in our recruitment projects with learning objectives in: Market Research, Operations, Executive Recruitment and Sales.

We accept intern applicants of ALL MAJORS at all stages of their college degree (that's right, freshman!). The ideal candidate will have strong communication skills and a drive to learn about how a business runs.

Hours are flexible with school schedules and **NO** previous experience is required. Govig requires semi-professional dress attire, we work daytime hours (8AM-5PM), and provide a competitive hourly wage.

Acquired benefits of the internship (what's in it for you):

- Experience in a sales driven, team oriented organization
- Learn first-hand about the sales process and special techniques
- Work in a corporate environment learning about professional development
- Direct exposure to top-level executives for mentorship
- Establish professional references for your resume
- Training on using social media as a professional networking tool
- Coaching and training on core competencies:
 - ✓ Teamwork
 - ✓ Time Management
 - ✓ Autonomy
 - ✓ Communication

Duties and Responsibilities include:

Conducting phone calls to direct the sales process
Scheduling interviews & conducting executive-level screening conversations
Research (industry information, client company profiles)
Building recruiting searches (LinkedIn searches, database queries)
Performing candidate assessments (resume screening, matching profiles)
Data entry into central CRM system

About Govig & Associates

Govig is an Executive Recruitment firm that specializes in identifying and placing executive level talent. With over 40 years of experience and success in recruitment, Govig combines high quality performance with small business values and culture. We work strategically in the following verticals across the nation: Biotech and Pharmaceuticals, Building Products, Construction, Healthcare, and Tax.

Phoenix Business Journal's **Best Places to Work** every year since 2003

Interested in becoming a Sales Intern at Govig?
Send your resume to hiring@govig.com

Let's get social: Like & Follow us! [@GovigandAssociates](https://www.instagram.com/GovigandAssociates)

