



CPSI Biotech
2 Court Street
Owego, NY 13827
www.CPSIBiotech.com
(607) 687-8701

Web Design / Content Contributor Internship

Time Frame: Winter 2016 – Spring 2017

Needed 15-18 hours per week. Will work with student to fit hours to their schedule.

This will be a temporary remote assignment, with occasional on-site meetings (Owego, NY).

This experience internship is in the Communications Department of CPSI Biotech, a small, fast-paced med-tech company in Owego, NY. This opportunity is designed to allow students to gain knowledge of the working process of branding, promoting and recruiting investment for a small business.

Students will have the opportunity to perform the following functions:

- Web Design – collaborate with staff to update current WordPress website with modern, responsive theme
- Web Content – contribute insightful web content, as well as refreshing existing web content
- Innovation Content – work collectively with R&D Team to curate and edit web content, technology descriptions, marketing materials and enhance investor outreach.
- SEO – adapt content using best practices for search engines to improve web visibility
- Marketing –co-develop a plan for the most effective ways to explain and promote our innovations and services online, including social media platforms (LinkedIn, Facebook, Twitter)

Qualifications:

- Business Master's or Undergraduate students pursuing a degree in Business Administration, Communications, or Information Science (GPA of 3.2 or higher preferred)
- Relevant web design experience (WordPress, HTML, CSS)
- Knowledge of photo and video editing (Photoshop, Illustrator)
- The candidate should be passionate about web design, well-versed in grammar, self-motivated, a team player, computer and web-savvy, as well as have an interest in medical technology R&D.
- All interns will be required to adhere to company policies/procedures

Posted Date: November 10, 2016

Application Deadline: November 25, 2016

Rolling Interviews

Submit your Letter of Interest to: Jobs@CPSIBiotech.com