If you are unsure of your major or your career path, an internship can help you get a first-hand perspective of the career field you would like to pursue thus making the career decision-making process easier for you.

If you would like to get an internship for 2014 spring or summer semesters, NOW is the time to start searching. Here are some steps to take:

1. Develop a resume and cover letter and get it reviewed by a career counselor.
2. Create a list of organizations/employers you would like to gain experience with and start contacting them by sending your resume and cover letter.
3. Talk to professors, friends, family if they may know of any potential organizations that do the type of work you are interested in doing.
4. Follow-up with your contacts or any leads you may get through referrals/networking by telling them how interested you are in working for them.
5. Schedule a mock interview with a UCS career counselor to get practice with interviewing.

Remember the more proactive you are in your search process, the more likely your chances of getting an internship are! So start NOW as the search process can take anywhere between one month to several months.

Priyanka Raut, Internship Coordinator
praut@uh.edu

Inside this issue:

- Communications Assistant
- Rhino Marketing
- Social Media Marketing Design Intern
- Social Media Intern
- Finance and Accounting Intern
- Graphic Intern
- Paid Virtual Internship
- Producer Internship
- Outside Sales Intern

Walk-in Hours:
Mon - Thu: 9 am - 11 am
Mon - Tue: 2 pm - 6:30 pm
(starting Aug 26th)
Wed - Thu: 2 pm - 4 pm
Communications Assistant

**Description:** The ideal candidate will help with various projects, including event preparation and producing marketing campaigns. This person must be detailed oriented, punctual and work well under strict deadlines.

**Qualifications:** All majors. Must be excellent in Microsoft Office and have knowledge of Photoshop softwares.

**Compensation:** Based on experience per hour

**Location:** Inner Loop

**To Apply:** Log in to [www.career.uh.edu](http://www.career.uh.edu), JobBank ID #51116

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Rhino Marketing

**Description:** The intern will have a chance of working in graphics for clients, especially automotive platforms, Red Bull, NFL and other special projects with high profile possibilities. It will be a great way to build fantastic portfolio.

**Qualifications:** All Majors. Must be proficient in design softwares, and capability to turn design works quickly for customers.

**Compensation:** Nonpaid

**Location:** Galleria

**To Apply:** Log in to [www.career.uh.edu](http://www.career.uh.edu), JobBank ID #51101

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Social Media Marketing Design Intern

**Description:** The intern will help support to establish and maintain a successful and dynamic online social marketing presence. Responsibilities will include monitor TwinEngine, grow online relationships with target audience, and integrate social media.

**Qualifications:** All majors

**Compensation:** $10 per hour

**Location:** Galleria

**To Apply:** Log in to [www.career.uh.edu](http://www.career.uh.edu), JobBank ID #51097

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Social Media Intern

**Description:** The intern will assist in formulating social media plans, tracking the growth and impacting of social media to the company’s business, reporting the findings to the team. Also, the intern will write and post blog posts or tweets, updates. In addition, if you know how to make videos on YouTube that will be a plus.

**Qualifications:** All Majors. Must have knowledge on digital media, social media.

**Compensation:** unpaid

**Location:** Greater Houston Area

**To Apply:** Please email applications to kai@IamREAL.org

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Finance and Accounting Intern

**Description:** The intern will provide support to the financial and accounting process, systems, policies and procedures. It is a great opportunity for the intern to learn about the organizational structure of the company. The tasks also include preparing and posting journal vouchers.

**Qualifications:** Bachelor in Business Administration, Bachelors of Engineering, or Bachelors of Arts. Minimum of 3.0 GPA. Experience/knowledge of QuickBooks & Excel.

**Compensation:** $12 per hour

**Location:** Memorial Area

**To Apply:** Log in to [www.career.uh.edu](http://www.career.uh.edu), JobBank ID #51054
**Graphic Intern**

**Description:** The intern will be responsible of taking direction from a marketing team, create a design, and associate brand of Envoy on all marketing materials. It will require a flexible part-time schedule and will offer a great opportunity to college students for being potentially hired on a paid internship.

**Qualifications:** Should have strong knowledge of Photoshop and design software.

**Compensation:** $14 per hour

**Location:** Greater Houston Area

**To Apply:** Send resume to marketing@envoymortgage.com

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**Paid Virtual Internship**

**Description:** The intern will have the opportunity of working in media and the customer services. More exciting, among 72 selected interns, the winner team including 9 members, will earn an undergraduate student loans paid off up to the 2013 national average.

**Qualifications:** All Majors

**Compensation:** Participants will receive weekly stipend of $150

**Location:** Greater Houston Area

**To Apply:** Log in to www.career.uh.edu, JobBScanID #40184

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**Producer Internship**

**Description:** The candidate will assist in the production of weekly broadcasts of REAL Talk. Also, the intern will research relevant and current content, create show production notes and outlines, and work with production outlines.

**Qualifications:** All Majors

**Compensation:** Unpaid

**Location:** Greater Houston Area

**To Apply:** Please email applications to kai@IamREAL.org

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**Outside Sales Intern**

**Description:** The goal of the outside sale internship is to give the candidate an understanding of sales representative’s work, also to gain valuable and real-world sales experience. The intern will learn about the different sales responsibilities including lead generation, gathering competitive intelligence or traveling with a Field Sales Representative. This internship will begin on May 19th, 2014 and end August 8th, 2014.

**Qualifications:** Sales Major, must be a Junior or Sophomore

**Compensation:** Contact for more details

**Location:** Dayton, OH

**To Apply:** Submit your resume directly to careers@reyrey.com

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Additional internships and career information are available on the UCS website at: [www.career.uh.edu](http://www.career.uh.edu) (JobScan and JObank as well as under “UCS Internship Services”).

**Please note:** many of the featured internships have multiple positions in various disciplines. If the company interests you, you may want to visit their website to explore additional positions that may match your career goals.