

POSITION PROFILE

POSITION TITLE: **Research/Marketing Associate Intern** (\$10/hour & Academic Credit)

THE COMPANY: ExecuQuest Corp., www.eqcadvisors.com

LOCATION: 3312 Paper Mill Road, Phoenix, MD 21131

ExecuQuest Corporation is a leading global provider of Research Services for talent acquisition and competitive intelligence. We specialize in the real-time identification and development of on-target, passive talent from our clients' most sought-after competitors. Our research engagements span all levels and functions in all industries worldwide, and for 25+ years, corporate staffing executives and executive search firms alike have depended on our strategic, problem solving expertise to maximize their competitive advantage in recruiting executive talent. With offices at Four Corners in Phoenix/Baltimore, MD, our clients include the corporate headquarters of world-renowned Fortune 500 and emerging companies in the fields of financial services, pharma, technology, consulting, manufacturing, transportation, and education; representing clients as diverse as Hershey, HSBC, Newmont Mining, Walt Disney, J&J, L'Oreal, M&T Bank and many more. We are a 10-person company, casual yet professional and fast-paced. As a research provider, we bill hourly for our fees, not contingent upon placements, and emphasize the importance of completing projects on-time, effectively and efficiently.

SCOPE AND RESPONSIBILITIES:

The Research Associate Intern will report to the Founder & Chief Sourcing Strategist and will support the Research Team in:

- gathering marketing intelligence in various industry sectors by extensive media search;
- developing target and marketing lists to promote EQC research and training services;
- developing detailed reports and extensive data entry; and
- other tasks as needed to support business development and client engagements.

EXPERIENCE REQUIRED:

- Outstanding database and Internet research skills and a broad knowledge of business information sources;
- Ability to deliver consistently high quality work in data analysis, writing technical reports, and developing presentations;
- Relates well to others, is clear in presenting viewpoints, and collaborates and communicates well with individuals inside and outside the Research Team;
- Exhibits confidence and integrity when conducting research-related work.

COMPETENCIES REQUIRED:

- Currently attending a College or University in the Maryland area;
- Strong academic record (minimum 3.4 GPA);
- Possess mental agility and critical thinking skills, supported by intellectual curiosity and sound business judgment;
- Possess initiative and an ability to think tactically, strategically and creatively while following a rigorous methodology;
- Intermediate-level computer skills (Windows, Excel, Word, Visio, PowerPoint, Outlook, Adobe, & CRM);
- Possess outstanding telephone presence and superior written communication skills;
- Ability to manage multiple projects under tight time constraints and client demands while maintaining accuracy;



Research/Marketing Associate Intern

COMPETENCIES REQUIRED:

- Excellent oral and written communication skills;
- Strong listening skills and an ability to interpret information;
- A high level of integrity and professionalism.

Would you like a new challenge and do these attributes describe you:

- Mental agility
- Out-of-the-box thinking
- Can-do, competitive nature
- A sense of urgency
- Solid work ethic
- Effective communicator over the phone
- Resilient and
- Enjoys investigative pursuits

If so, you may be interested in joining our team in problem-solving for client companies such as Hershey, J&J, HSBC, L'Oreal, Microsoft and Disney. We enjoy developing results and learning what makes the world go round from a business perspective and seek individuals who are puzzle-solvers at heart. People who have succeeded in these roles include a legal reporter, an interior designer, a congressional aide, a Division A baseball coach, an emergency call specialist and a fine arts degree major.

ExecuQuest Corp. will compensate with college credit for an intern who works 8-16 hours per week, has a high energy level, a creative thought process and solid business skills that will thrive in this fast-paced, ever-changing work environment. Internship will last 10-12 weeks in fall and spring semesters.

CONTACT INFORMATION:

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ExecuQuest Corp. specializes in doing one thing very well: facilitating in-house corporate recruiting teams and search consultants to be the best they can be. The EQC Research Team supports talent acquisition teams and search firms, large and small, globally with sourcing solutions and training in a battle to work smarter, not harder. Based on the lost art of efficient and ethical telephone talent mapping, these strategic tools, enable recruiting consultants to better meet their client needs and company goals. In an era of picked-over databases and over-relied upon search strings, the EQC Team consistently delivers qualified, UN-identifiable talent via efficient cold-calling, identifying the heads-down, doing-their-jobs, gainfully employed, truly passive qualified talent.

Although we are a small company of 10 people, our 30 years' of developing and delivering competitive research firm to global clients like Johnson & Johnson, Bechtel, HSBC, Microsoft and Hershey has positioned us as a leader in recruitment research. The types of engagements we consult on include gold mining in South Africa, anti-money-laundering in New York, skincare business development in Asia and legal forensics in London.