

Start-Up Interns

Job Title: Entrepreneur Business Analyst (Intern)

Job Type: Flexible Schedule

JOB DESCRIPTION

Have you ever thought about starting your own business some day? Ever wonder what is like to work for a startup and really see all of the hard work it takes to get start a new business. Are you willing to roll up your sleeves and support in a wide variety of tasks? If you would really like to learn some of the basics and help out along the way, then consider joining our journey.

ARE YOU A CANDIDATE WITH THE FOLLOWING SKILLS:

- Attend meetings with partners, vendors and stakeholders and provide assistance in drafting minutes and tracking follow up action items.
- Required familiarity with Slack, Zoom, Trello, Office 365 tools, Teams, etc .
- Must have a technology or business background.
- Ability to code is excellent but not required.
- If you code, some familiarity with mobile app development is extremely useful.
- Familiarity with WordPress would be excellent.
- Some familiarity with Emerging Technologies such as Blockchain Have you ever built a DApp?
- Are you familiar with Swift, React or other programming languages?
- If you have a business background, are you familiar with excel enough to create a model?
- Do you have passion for learning? Are you a team player? Do you love to learn?
- Do you speak English/Spanish or other languages?

KEY RESPONSIBILITIES WILL INCLUDE:

- Excellent Communications skills, reliable and punctual.
- A BS or MS in a in Business, Data Analytics or CS field or equivalent experience.
- 2+ years in of work experience.
- Mobile development experience would be a plus.
- Experience with managing a project would be a plus .
- Experience with developing a Mobile and/or Web UI would be excellent.
- Basic understanding of a project lifecycle.
- Some knowledge of emerging technologies.
- Must be willing to read, understand and absorb concepts quickly.

Equal Opportunity Employer. We actively seek to build a diverse and fun workplace while building exceptional products.

To apply, please submit your cover letter and resume to careers@NovuGens.com.

