



65 Sprague Street
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www.islideusa.com

Title: Customer Service Intern

Reports to: Customer Service Representative

Are you what ISlide is looking for?

ISlide, Inc. is looking for a creative, dedicated, organized, high-energy student to join the team. This position will provide the opportunity to gain hands-on business experience working in a driven and fun environment to provide custom premium footwear. If you're ready to challenge yourself by stepping out of your comfort zone by helping us make a statement in the footwear industry, continue reading.

Duties & Responsibilities:

- Participate in the entire operations process of ISlide
- Act as the main contact between consumer and ISlide employees
- Manage our live chat consumer inquiry portal
- Assist Customer Service in managing ISlide Customer Service email account
- Assist customer service representative in attending to customer needs
- Create mock-up orders for consumers

Qualifications:

- Enrolled in Operations, Hospitality, Business Management, or Entrepreneurship degree
- Enthusiastic and strong work ethic
- Strong verbal and communication skills
- Knowledge of all Microsoft Office programs

Schedule and Compensation:

- 10-20 hours per week around intern's schedule during the academic year; up to 40 hours per week during the summer
- Unpaid internship

Important Notice: This internship is unpaid. We're building something special here. Every employee at ISlide started the same way. Some call it unique, others call it revolutionary. We prefer the term game-changing. This is not your average internship -- what you do will have a great impact on the entire company. If you have what it takes, apply for this position.