Eyellusion

Title: Summer Junior Executive Assistant Intern

Location: NY & NJ

Job Type: Co-op/Internship

Compensation Type: Hourly

Wage: $9.00/hour

Start Date: 6/1/2016

Application Deadline: 5/27/2016

Job Description: Assistant to the CEO which requires phone work, note-taking, creating documents, extensive social media work and bringing new ideas to the table. The ideal candidate will be highly driven and organized with an entrepreneurial spirit. Potential for full-time employment in the future.

Qualifications:

- Must have completed at least sophomore year.
- Must be located in close proximity to the NY metropolitan area or be able to travel daily.
- Very strong social media skills are required.
- Strong familiarity with latest technology trends is preferred.
- Students with the following majors are preferred: Business Management, Communication, Education, Music, and Computer/Technology related.

Application Instructions: Please email resumes with cover letter to mike.pezzillo@eyellusiontech.com. Please be sure to include a list of coursework already completed and all social media experience.

About the Organization: Eyellusion is a start-up hologram entertainment company serving the music and education industries.

Disclaimer Information: Applicants must be able to successfully perform the essential functions of the position.