



BILL ALLEN

210-818-9510

SALES@BALLOONMANLLC.COM

102 Deer Clearing, Kyle TX 78640

Balloon Man, LLC Marketing Intern Position

Start Date: ASAP

Duration: 1-2 semesters

Balloon Man, LLC is an extremely niche market that has been serving businesses all over Texas with amazing balloon displays to help promote their product for five years. Now, we are looking for a talented, “out of the box” thinker to help promote our service and expand our brand. This is an opportunity to put your school training into real world scenarios while being able to experiment a bit to see what can work and what doesn't.

Balloon Man Marketing Intern KRA (Key Results Area)

The overall goal is to use existing branding to promote Balloon Man, LLC to current customers and potential new customers. Doing so will require utilizing our website, photos, copy, and social media platforms as well as researching and utilizing new and fresh outlets to spread the word.

You will:

- Post daily to social media, gaining organic and paid ad likes and shares
- Build out an email marketing program
- Maintain website and improve where necessary
- Build testimonial request and referral forms
- Meet weekly with the supervisor to strategize
- Assist in building “Processes & Procedures”
- Research and integrate SEO strategies



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Skills:

- Computer & web knowledge
- Gimp 2 (photoshop knockoff)
- Basic knowledge of main social media outlets
- Be ready to think “out of the box”
- Strong written and verbal communication skills
- Time management skills

Requirements:

- Can work flexible hours
- Can be on time and do what you say you will do
- Have solid analytical and problem solving skills
- Have a laptop and be motivated to get things done, even if working from home.

This is an unpaid internship at this time.

To join our unique team, please email your resume and why you would like to work with us to bill@balloonmanllc.com and put “INTERNSHIP” in the subject line.

Thank you!

Balloon Man