Visionary Fiber Technologies
Job Description

Title: Marketing Intern
Reports to: COO & CEO

Visionary Fiber Technologies (VFT) internships are three months in duration with the possibility of successive internships. We provide college students the opportunity to experience VFT’s culture, work with senior management to gain academic and professional experience, all while receiving competitive internship compensation.

About Visionary Fiber Technologies
VFT is a start-up B-to-B technology company that is commercializing Fiber Reactor (“FR”) technology out of its headquarters in Lockhart, TX. This technology will enhance and improve manufacturing environments by increasing the efficiency of existing refining operation utilizing two-phase processes. FR technology allows chemistry and the separation of reaction products to occur simultaneous, thus increasing manufacturing throughput and reducing costs.

FR technology also addresses the global need for increased food production in order to meet global population growth. This need is compounded by declining agricultural land due to development. Additionally, FR technology allows the transformation of waste products into food or substrates for clean energy production.

Job Summary
The Marketing Data intern will review, update and proactively manage marketing data, such as prospect lists, client data, etc. Will assist in the preparation of marketing materials, and may perform marketing research.

Essential Duties and Responsibilities: may include any or all the following. Other duties may be assigned.
- Performs quality assurance of marketing lists (i.e. trade show lists, prospect lists, etc.)
- Monitors, manages and improves marketing data quality by routine marketing data clean-up
- Maintains/updates client records as needed for data formatting and accuracy
- Creates marketing/customer databases
- Cleanses data in database, removing all inactive/outdated records
- Supports internal clients/departments with changes, additions, deletions of records
- Pulls prospect lists for campaigns; prepares for internal clients/external vendors as needed
- Investigates and resolves data issues (merging duplicates, etc.)
- Assist with other data compilation, data entry and general marketing projects as needed

Education and/or Experience
- Pursuing an undergraduate, graduate or post-graduate degree in marketing or related field of study with 2+ years completed
- Overall GPA of 3.0 or higher
- Previous work in marketing or working directly with marketing data helpful
Skills, Abilities & Qualifications
The ideal candidate is creative, data-driven, and has a keen interest in marketing. Additional qualifications include:

- Excellent time-management skills and the ability to work effectively in a fast-paced environment.
- Excellent planning, problem-solving and analytical skills, with the ability to evaluate and resolve any issues or challenges.
- Ability to handle projects independently, prioritize tasks appropriately and supervise them through completion.
- Excellent interpersonal and communication skills.
- Able to work well within a team.
- Strong initiative and self-motivation.
- Proficient in MS PowerPoint, Word, and Excel.