



Summer 2019: May 18th - August 19th

Founded in 2009 by Cristine Torek, CMT serves a wide range of clients in the B2B and B2C sectors. We have years of experience in traditional and digital advertising and have immeasurable 'inside the vendor' knowledge. We partner with the best creatives minds, PR gurus, and tech wizards to provide truly customized, full-service programs for our clients.

Our motto: Be a good co-worker. Be a good partner. Be a good advisor to the clients we serve.

At CMT, we work hard. We have fun. And our clients seem to like that.

The CMT internship program offers hands-on, real-world advertising experience.

We are looking for a motivated, highly-driven, buttoned-up, independent worker who is thirsty to learn all that they can in this internship and be a true member of the team from the start. We believe that the best way to learn is to do. Working side-by-side with the CMT team will give you the skills and tools you need to kick start your marketing/advertising career.

This internship will touch various aspects of our agency including media planning / buying, creative creation, social campaign set up and execution, and reporting.

What We Need From You:

- Excellent verbal and written communication skills
- High level of social media proficiency, across all platforms
- Extraordinary time-management skills
- High level of proficiency in Excel and PowerPoint
- Advertising course work is preferred but not required
- Availability for 20 – 30 hours per week Monday - Friday. Flexible scheduling.
- A recent graduate or a standing senior

What You'll Do:

- Assist staff in daily activities, organization, and project management
- Assist in the development of campaign reporting
- Assist in the development of social campaigns
- Assist in the creation of client facing materials
- Assist in general office duties as needed
- Support gathering of media kits
- Review and update various budget trackers

At the end of the day we strive to **do good work and be good people**. We encourage those who embody that same mantra to apply.

How to Apply: Submit a cover letter and resume to info@cmtconsultingltd.com by April 30th 5pm.

This is a paid internship (\$10 -12 hourly)