

**Employer:**    Limitless Travel    **Application Deadline:**    15 April 2016

**Title of graduate internship:**    **Sales Executive / Marketing & PR / Online Content Editor / Junior Web Developer**

These positions are full-time paid graduate internships. The University is participating in the Santander Universities Programme, connecting talented graduates and final year students with some of the UK's fastest growing, most exciting small and medium-sized enterprises (SMEs) in a wide range of industry sectors. Santander is part-funding three month internships for final year students and recent graduates. If you would like to kick-start your career and build valuable experience fast, this is a great way to do it.

## **Employer Details**

Limitless Travel is a website aimed at improving travel for people with disabilities, the elderly, and their friends, families and carers. The organisation is taking applications for 4 different internships. The roles are **Sales Executive, Marketing & PR, Online Content Editor and Junior Web Developer**.

## **Sales Executive Internship**

### **Job Description**

We are looking for a person who is hard working & determined but also easy going, positive and happy! We are able to offer an experience and responsibilities in an internship which most could only dream of. This is a great stepping stone for a full-time career in Sales and more.

The person selected will be responsible for co-ordinating the organisation's sales and growth strategy in order to increase customer and consumer acquisition. She/he will become a central part of a young, professional and dynamic team.

Key responsibilities –

- Lead generation
- Consumer growth strategies
- B2B sales (telephone, face to face)
- Support the CEO in customer meetings
- Travel to different parts of the country to meet with existing customers
- Develop and maintain the CRM system

### **Requirements**

- MS Office (Advanced)
- Confident and determined individual
- Excellent communication skills

- Ability to work independently
- Ability to work towards targets
- Previous job or international experiences will be taken into account

## **Skills**

Team player, ability to meet tight and challenging deadlines, ambitious, goal-oriented, independent, creative and fun.

## **How to apply**

Please send your CV and Covering Letter to [angusdrummond@limitlesstravel.org](mailto:angusdrummond@limitlesstravel.org)

Ensure you specify in the subject heading '**Sales Executive Internship – SANTANDER**' when you apply

## **Marketing and PR Internship**

### **Job Description**

We are looking for a person who is hard working & determined but also easy going, positive and happy! We are able to offer an experience and responsibilities in an internship which most could only dream of. This is a great stepping stone for a full-time career in marketing & PR.

The person selected will be responsible for the implementation of digital growth hacking strategies. She/he will also elaborate marketing quantitative reports for the development and analytics team.

### **Key responsibilities –**

- Working with the CEO in planning and executing marketing campaigns with a focus on digital media, social media, email and content development/curation
- Supporting the CEO in developing innovative, bespoke strategies to raise awareness amongst different target groups.
- Management and development of social media channels and presence
- On-going optimisation and innovation across digital channels and campaigns to maximize efficiencies for customer and consumer growth
- Develop creative, optimised copy for use on websites, email, online advertisements, blogs and social media channels
- Develop and manage PR strategies to ensure regular media coverage
- Build and maintain relationships with journalists, publications and PR agencies
- SEO including content writing, link building and key word search
- Community management of candidate facing online channels
- Manage and organise events

## **Requirements**

- MS Office (Advanced)
- Social Networks (Advanced)
- Competent writer
- Previous job or international experiences will be taken into account

## **Skills**

Team player, ambitious, good communicator, ability to work independently and on own initiative, creative, positive and fun!

## **How to apply**

Please email your CV and Cover Letter to [angusdrummond@limitlesstravel.org](mailto:angusdrummond@limitlesstravel.org)

Ensure you specify in the subject heading 'Marketing and PR Internship – SANTANDER' when you apply

## **Online Content Editor**

### **Job description**

We are looking for a person who is hard working & determined but also easy going, positive and happy! We are able to offer an experience and responsibilities in an internship which most could only dream of. This is a great stepping stone for a full-time career in Sales and more.

The person selected will be responsible for managing, creating and developing the online content. She/he will become a central part of a young, professional and dynamic team.

Key responsibilities –

- Writing regular blog posts
- Editing submitted posts
- Developing the organisation's online style guide
- Formulating strategies for content growth
- Visiting hotels, attractions and other destinations to write guides and reviews
- Arranging visits to destinations for our contributors
- Submitting articles to external publications
- Fortnightly newsletter

## **Requirements**

- MS Office (Advanced)
- Excellent attention to detail
- Excellent editorial skills
- Excellent written skills

- Excellent communication skills
- Experience working with visual content, videos and imagery would be beneficial but not essential
- Previous job experiences will be taken into account

## **Skills**

- MS Office (Advanced)
- Excellent attention to detail
- Excellent editorial skills
- Excellent written skills
- Excellent communication skills
- Experience working with visual content, videos and imagery would be beneficial but not essential
- Previous job experiences will be taken into account

## **How to apply**

Please email your CV and Cover Letter to [angusdrummond@limitlesstravel.org](mailto:angusdrummond@limitlesstravel.org)

Ensure you specify in the subject heading '**Online Content Editor – SANTANDER**' when you apply

## **Junior Web Developer**

### **Job Description**

We are looking for a person who is hard working & determined but also easy going, positive and happy! We are able to offer an experience and responsibilities in an internship which most could only dream of. This is a great stepping stone for a full-time career in tech.

The person selected will be responsible for working alongside the CTO to develop and maintain our website. She/he will become a central part of a young, professional and dynamic team.

Key responsibilities –

- Supporting the CTO in building a responsive, modern website.
- Helping to create a client-facing Content Management System.
- Responsible for refactoring code to minimise load times and bandwidth usage.
- Aiding the design process (style, layout and functionality)
- Troubleshooting problems, identifying the problem and providing prompt resolution
- Working with the marketing team to implement strategies that enhance SEO

### **Requirements**

- A strong knowledge of HTML and CSS. (Preferably also knowledge of JavaScript, jQuery and PHP.)
- Experience in web development (please send any previous work with application)
- Ability to work independently
- Ability to work towards targets
- Previous job experiences will be taken into account

## Skills

Team player, creative, ability to meet tight and challenging deadlines, ambitious, goal-oriented, independent, creative and fun.

## How to apply

Please email your CV and Cover Letter to [angusdrummond@limitlesstravel.org](mailto:angusdrummond@limitlesstravel.org)

Ensure you specify in the subject heading '**Junior Web Developer – SANTANDER**' when you apply