

## **ADP**

**Title:** Sales Operations Intern

**Location:** 1 ADP Blvd., Roseland, NJ

**Start Date:** 5/23/2016

### **Job Description:**

As an ADP Sales Operations Intern, you will be placed into a busy and challenging corporate environment with assignments that have visibility and importance to both ADP's ES Sales Insights Operations organization as well as Sales Leadership. You will be expected to quickly adjust to that environment and become a productive contributing ADP associate. The ADP Sales Operations Intern is responsible for supporting the Predictive Insights team. The intern will support and participate in the development of detailed "Big Data" analytics for sales and marketing strategy under the direction of the Management. This may involve initial data architecture, data transfer/transformation, and analysis in both cloud-based as well as on premise environments. This position will allow you to receive a comprehensive view of the Predictive Analytics function and the value it brings to ADP's ES Sales Organization. Your mentor will provide coaching and guidance throughout the 10-week internship. Other mentors may be assigned to you depending on what additional projects you are assigned

### **Primary Responsibilities:**

- Assisting Managers to assess the current data environment
- Support the development of recommendations to business leaders, product teams, and marketing teams in an effort to maximize sales revenue and reduce sales expense
- Provide input that will help the team create the necessary framework to analyze massive amounts of data
- Additional special projects as needed

### **Qualifications:**

- Must be a matriculated college student, GPA of 3.0 or higher preferred
- The successful candidate will have a strong understanding of data analytics and financial analysis
- Minimum of two years completed within a four-year degree program
- Preferred majors include Computer Science, Information Systems, and Business Systems. Other disciplines will be considered
- Proficient in Excel
- Proficient one or more programming languages
- Knowledge of basic PowerPoint required
- Prior use of Salesforce.com and Cognos are a plus.
- Demonstrated success in the following areas: Strong Research and Analytical Skills-Excellent written and verbal communication skills are essential-Time Management-Process/Project Management

### **Application Instructions:**

To submit your interest, visit our career site at [jobs.adp.com](http://jobs.adp.com) and search for requisition #115403.