



Summer Internship Program
May 28, 2019 - August 9, 2019
External Employer
Job Description

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| Employer: | Dave's Supermarkets Inc. Corporate Office |
| Assignment Address: | 5300 Richmond Road, Bedford Hts. 44146 |
| Job Category: | Human Resources Business |
| Number of Openings: | 1 |
| Work Schedule/Hours: | Flexible |
| Internship Duration: | 10 Weeks |
| Internship Dates: | May 28 – August 9, 2019 |

Company Profile:

Local grocery chain with 14 locations in Northern Ohio and more than 1500 full and part-time employees. Proudly serving you for over 80 years. Interns will assist in administrative support of day-to-day HR operations.

Job Responsibilities:

- Recruitment/onboarding
- Job fairs
- Administrative support
- Employee relations

Required Qualifications:

- Human Resources major or minor (will accept a general business major as well)
- Business Ethics and professional communication with ability to get to any location of ours or events we attend
- MS Office

Preferred Qualifications:

- BADM 1210
- BADM 2330
- One of the following: BADM 2150, 2340 or 2390