



JOB TITLE: Business Development & Market Analyst Intern		Status: Non-Exempt
COMPANY: Cypress Inline Inspection, LLC ("Cypress")		DEPARTMENT: Business Development
REPORTS TO: Business Development Manager	Flexibility: Remote & Office	Location: Houston, TX & Salt Lake City, UT

GENERAL SUMMARY

The Business Development & Market Analyst Intern will assist the business development team and management on market and customer research, prospective customer contacts, and coordinating meetings, and events. One position is in Houston, TX and the other is in Salt Lake City, UT

PRINCIPAL DUTIES & RESPONSIBILITIES (other duties may be assigned)

- Develop an understanding of the Cypress technology utilized for inspection of municipal water and energy pipelines.
- Evaluating industry data and conducting online research about prospective customers
- Contact prospective customers and introduce Cypress technology and arrange technology presentations.
- Document information in customer relationship management ("CRM") system.
- Support business development and management in various other tasks.

KNOWLEDGE, SKILLS & ABILITIES

- Enrolled and pursuing degree in business, sales, or marketing curriculum with at least 2 years' progress toward a degree.
- Excellent interpersonal and communication skills with older people.
- Proficient Excel skills with ability to organize and compile data.
- Attention to detail and the ability to produce quality work product.
- Prioritize and complete work activities in an efficient and effective manner.
- Professionalism, judgment, and discretion in working with sensitive information.
- Results driven, persistent, and good time management skills.
- Good listening skills with ability to document feedback from prospective customers.
- Positive professional friendly attitude with ability to accept rejection from prospective customers.
- Highly dependable with ability to work independently and without much supervision.

WORKING CONDITIONS

Work is normally performed in a climate-controlled office environment or remotely from home.

WORKING RELATIONSHIPS/CONTACTS

Frequent contact with external prospective customers.

EQUAL OPPORTUNITY EMPLOYER

Cypress is an equal opportunity employer committed to diversity and inclusion. All qualified applicants will receive consideration for employment without regard to race, color, sex, pregnancy, sexual orientation, age, religion, creed, national origin, gender identity, disability, military/veteran status, genetic information or any other categories protected by applicable law.

