



Product Support Specialist Internship

Interested in gaining experience with a hot new internet start-up from the ground up? Interested in gaining valuable entrepreneurial experience with rotations in marketing, business development, and technology? Interested in working one-on-one with our talented management team and team of advisors? If so, then apply for an internship with Talk Local.

Talk Local is a Web 2.0 internet technology start-up that has developed the next generation local search engine that goes beyond just letting the consumer search and find local businesses. Our technology connects consumers to local businesses within minutes who already know the consumers service need and is ready to help. The management team is comprised of many experienced and hardworking individuals who have a clear vision and strategy to gain profitability. Talk Local is a venture-backed company with prominent investors that include high-profile VC's, Angel's, and former Entrepreneurs who have been successful in the Web-Technology space from all across the globe.

Responsibilities:

- Calling and verifying if companies in our database are still active and in business
- Researching and adding additional businesses within our 50 focused industries to the database
- Creating Talk Local profiles for new and existing businesses within our 50 focused industries
- Calling and describing the concept of Talk Local to businesses that receive free requests from our system
- Researching and finding e-mail addresses for businesses within our database
- Tagging calls and conversations using the Talk Local system
- Edit and rewrite existing web content on our website and on our partner sites
- Brainstorm and write new content for our website and all of our blogs
- Work on social media and marketing campaigns including Facebook, Twitter, and LinkedIn
- Attend to phone calls, e-mails, and online chats
- Take a proactive role in resolving customer issues
- Time commitment of 40 hours per week and schedule can be flexible

Experience & Skills:

- Excellent phone and communication skills
- Ability to learn the Talk Local platform and admin system quickly
- Proficiency in web research
- Strong communication and organizational skills
- Experience with Microsoft Office suite

Benefits:

- Hands-on work experience with an internet start-up from the ground up
- Get to attend social/entrepreneurial events around the DC-MD-VA area
- Access to our snack bar full of candies, sodas, popcorn, chips, etc
- Weekly luncheons with the management team
- Fun events such as bowling, BBQ's, putt-putt, laser tag, etc
- References will be provided
- Possible equity participation for the right candidate

You can find out more information about Talk Local including who we are, what we are developing, and why you should be a part of the team at [Talk Local](http://TalkLocal.com). Please submit your resume to careers@talklocal.com.

***Offices Located in Potomac (MD), College Park (MD), and Crystal City (VA)**