Job description:

We currently have an exciting opportunity for a Technology Intern. We're looking for an Intern with general technology skills. The Intern that we seek is someone that is passionate about technology, innovation and entrepreneurship.

Cameron Professional Services Group offers a flexible schedule, fun working environment, professional recommendations, mentoring and relevant experience. The Intern should be comfortable in a fast-paced environment where multi-tasking and ability to prioritize work is essential.

Duties and Responsibilities:

Duties and Responsibilities include, but are not limited to the following:

- Develop and maintain great websites;
- Enter content into websites;
- Establish and maintain Social Media sites;
- Assess technology infrastructure (i.e. server vs outsourced application), recommend, and implement changes as applicable;
- Improve reporting through automated functions available;
- Provide creative ideas to improve the use of technology;
- Manage equipment – printers, copiers, phones, etc.;
- Solve technology issues and recommend technology options

To apply for this position:

Send your resume to Professional@cameronpsg.com. No phone calls please. Candidates will be contacted to for interviews. Candidate will be required to sign a Confidentiality Agreement on or before their hire date.

About this company

Cameron Professional Services Group, LLC (CPSG) provides owner's representative/project management, MBE, WBE & Section 3 monitoring, credit analysis, plan & cost review, operational review and fiscal management to organizations undertaking community development projects. CPSG also offers accounting, auditing, bookkeeping & tax services to for-profit and non-profit organizations. Additionally, CPSG assist businesses, families and individuals with their insurance (life, accident, health, business, home & auto) and investment (annuities, IRAs & mutual funds) needs.