

BUSINESS DEVELOPMENT INTERN

COMPENSATION: Minimum Wage
HOURS / WEEK: 38-40; hours to be determined
START DATE: June 9, 2025
LENGTH OF INTERNSHIP: 10-Weeks
LOCATION: San Bernardino, CA – Hybrid



INTERNSHIP OPPORTUNITY

Embark on an unforgettable journey with the ActOne family this summer through our dynamic internship program! The AppleOne **Intern-to-Dream**® Program isn't just an internship; it's a transformative experience designed to amplify the knowledge you've gained in the classroom, molding you into the influential leader you're destined to be. Joining the ActOne team means immersing yourself in a 10-week growth, innovation, and leadership development journey. Our hands-on internships go beyond traditional roles, offering impactful projects and responsibilities that enhance your industry expertise. Many of our past interns have seamlessly transitioned into coveted positions with top companies, while others have become integral members of the ActOne family.

At ActOne, you're not just an intern but part of a family committed to guiding you throughout your career. Are you ready to turn your aspirations into achievements? Apply now and let your internship with us be the catalyst for an extraordinary career!

LEARNING OPPORTUNITY

Embark on a transformative internship in Business Development, where you'll grasp the intricacies of client acquisition and expansion. This unique learning experience is not just about tasks, it's an opportunity to contribute to our personnel staffing service's success by delivering exceptional leadership and results. Guided by seasoned professionals and executive mentors, you'll receive specialized training, navigate a challenging curriculum, and cap it off with a final project presentation showcasing your newfound skills.

Every day will bring opportunities to learn and make meaningful contributions. This isn't just an internship; it's a chance to shape the trajectory of our company while laying the groundwork for your professional journey. ***Join us on this adventure where learning meets impact, and together, let's create a future defined by your growth and meaningful contributions.***

In this position, the intern may:

- Learn the basics of client development and rapport building
- Shadow employees who will be actively campaigning target accounts
- Interface with clients with leader guidance to identify needs
- Learn the basics of maintaining credit and collection standards in accordance with company policies
- Learn the basics of maintaining accurate records including timely data entry in company database
- Learn to determine applicant's qualification for placement and assignment removal

KEY QUALIFICATIONS

- The ability to work well in a fast-paced environment with a strong sense of urgency
- Basic computer skills
- Effective verbal and listening communications skills
- The ability to build rapport with people from a wide range of backgrounds and cultures; a positive friendly and confident personality

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KEY QUALIFICATIONS (cont.)

- Detail oriented, multi-task oriented, effective organizational skills
- Ability to work independently as well in a team environment
- Research and public presentation
- Customer service experience
- Professional appearance

TO PARTICIPATE IN APPLEONE'S INTERNSHIP PROGRAM, YOU MUST MEET THE FOLLOWING CRITERIA

- Applicants must be available to complete the 10-week internship program, including attending orientation on Monday, June 9, 2025, and graduation on Friday, August 15, 2025.
- Applicants must be currently enrolled in an accredited university or college or have graduated from an accredited institution within the past year.
- Applicants must be eligible to work in the United States without requiring sponsorship from the company.
- For hybrid positions, interns must have the ability to work both remotely and in-office on scheduled days as determined by the company.