



## **Cass Technical High School Internship Opportunity**

**Company:** Little Caesars

**Department:** Training & Development

**Number of Positions:** 1

**Location:** Detroit, MI

**Start Date:** June 26, 2017

**End Date:** August 30, 2017

**Hours Required:** 25-30/week

**Responsibilities include, but are not limited to the following:**

- Work with Creative Team to assist with Video Shoots.
- Proof read new training materials
- Assist in creating and assembling all binders used for National Training Classes
- Assist with the coordination and execution of all National Training events
- Work with the creative team to update Power Point Presentations and other materials required for classes and events

**Eligibility/Requirements:**

- Enrolled full-time at Cass Technical High School
- Entering Junior or Senior Year
- Must be at least 16 years of age
- Earned a minimum cumulative grade point average (GPA) of 3.0
- Eligible to work in the United States
- Available to work a minimum of 20 hours; maximum of 40 hour within a work week
- Must be working toward a diploma in business
- Must be familiar with Microsoft Office suite (Word, Excel)
- Familiar with Power Point
- Excellent attention to detail

**How to Apply:**

All interested students will be required to submit an email to [ctinternship@ilitchholdings.com](mailto:ctinternship@ilitchholdings.com) with the following information attached:

- Completed Application
- Resume
- Essay (1,500 words or less) answering: What are your career interests or goals and how do you think the Ilitch Companies Internship Program fits into your future plans?
- You can apply for up to (3) positions; indicate priority/level of interest for each