



Merchandising Management Internship Position Announcement

Position Description:

- Full or part-time position to start immediately (student's decision – up to 300 hours)
- Primary duties:
 - o Develop a comprehensive year-long merchandising plan for Oregon Hot Tub showrooms that is aligned with the marketing plan including:
 - Everyday Showroom Appearance, Special Event Appearance, Product Placement and Customer Experience
- Additional tasks may be assigned as necessary depending on the needs of the company
- Reports to the Marketing Manager

Desired Qualifications:

- Senior-level student pursuing a degree in Merchandising Management, Business or Interior Design
- Experience, either on-the-job (retail preferred) or successful classroom projects, in merchandising management, showroom appearance, consumer behavior and/or customer experience.
- Ability to work a Saturday on a few occasions.
- Ability to work on location in Beaverton, Oregon.

Compensation:

- Student will choose whether they desire paid or unpaid.
 - o Paid: \$10.00/hour
 - o Unpaid: Credit hours to be determined by the university.

Company Information:

Oregon Hot Tub was founded in 1979 as Oregon Hot Spring Spas and since served over 23,000 customers in the Oregon and SW Washington regions. In 2008, we changed our name to Oregon Hot Tub. We sell Hot Spring Spas (the best-selling brand in the world), Hot Spot Spas, Limelight Spas, Freeflow Spas and Helo Saunas. Additionally we carry water care supplies, parts, accessories and maintain a full service department.

We employ 19 people currently who operate four showrooms (Beaverton, Vancouver, Clackamas and Bend) as well as a Service Center/Outlet Store in Beaverton.

To Apply:

- Submit a completed Oregon Hot Tub application (see below)
- Submit Resume and cover letter

EMAIL Send all documents as attachments to DaveD@OregonHotTub.com
Write "Intern Application" in the Subject line

MAIL Oregon Hot Tub
Re: Intern Application
16205 NW Bethany Court, Suite 108
Beaverton, OR 97006

This position is an open-recruitment with no set closing date. It could close at any time should we find a qualified candidate.



EMPLOYMENT APPLICATION

Last Name		First		M.I.		Date:	
Street Address							
Mailing Address							
City		State and Zip					
Phone						E-mail Address	
Date Available		Social Security Number		Salary Desired			
Position Applying for	Merchandising Management Internship					ARE YOU OVER AGE 18 ? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>		
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when & in what position?				
Have you ever been convicted of a crime?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, please explain				
EDUCATION							
Name of High School				School address (city, state)			
Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree or Certificate				
College				School address (city, state)			
Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree or Certificate				
Additional Skills							
REFERENCES							
<i>Please list two professional references and one personal reference (additional references may be requested at a later date)</i>							
Full Name						Professional Relationship:	
Company						Phone	()
Address							
Full Name						Professional Relationship:	
Company						Phone	()
Address							
Full Name						Personal Relationship:	
Company						Phone	()
Address							

EMPLOYMENT

Company				Phone	()	
Address				Supervisor		
Job Title			Starting Salary	\$	Ending Salary	\$
Responsibilities						
From		To		Reason for Leaving		
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>	

Company				Phone	()	
Address				Supervisor		
Job Title			Starting Salary	\$	Ending Salary	\$
Responsibilities						
From		To		Reason for Leaving		
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>	

Company				Phone	()	
Address				Supervisor		
Job Title			Starting Salary	\$	Ending Salary	\$
Responsibilities						
From		To		Reason for Leaving		
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>	

MILITARY SERVICE

Branch				From		To	
Rank at Discharge				Type of Discharge			
If other than honorable, explain							

DISCLAIMER AND SIGNATURE

I certify that my written information is true & complete to the best of my knowledge. If this application leads to employment, I understand that any false or misleading information in my application or on hiring documents or from interview(s) may result in my release from employment. I authorize for Oregon Hot Tub staff to contact my former employers & references for any / all relevant information, including, to verify past employment. I, also, understand that employment may be contingent on the passing of a Background Check & other employment assessments. I have read & I understand this clause.

Signature				Date	
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