

# We are looking for interns

Our firm, Iron and Steel Products LLC, is engaged in the e-commerce of iron and steel goods and business services (e.g. tourism marketing, market research and other business assistance). The LLC is looking for interns for remote work.

General requirements:

- In-process degree in business, economics or social science.
- At least an intermediate English language exam.
- Proper office environment with a computer.
- French language skills are a plus, but not required.

What we offer:

- Internship opportunity full-time or part-time.
- Flexible, predictable working hours and work schedule.
- You can work comfortably, completely remotely.
- Experience in an e-commerce, and business services company. English language skills can be improved.

The firm is headquartered in Hungary.

Responsibilities:

- Tourism marketing, such as e-mail newsletters to subscribers, content creation, and managing social media business accounts.
- Upload and manage products on a travel agency client's website, including tropical tours, romantic trips, mountain tours, etc., and handle bookings using the necessary software.
- Provide customer service over the phone, including giving information, ticketing, and addressing inquiries to ensure seamless trip experiences, if you possess strong English language skills.
- Assist with other administrative tasks, such as invoicing, HR-related duties, and gathering information.

Send your CVs to us today! E-mail: [ironaspllc@gmail.com](mailto:ironaspllc@gmail.com)