

# Truematter internship

## Web Intern

We're looking for Web interns in the areas of visual design, content management, copy writing and front-end code (HTML).

### Descriptions

A Web Intern at truematter may perform several different kinds of tasks depending on skill level and talent. These tasks include but are not limited to:

- Copy & Content acquisition, categorization and authoring.
- Create or prepare Web graphics according to directions and documentation.
- Web site maintenance
- Front-End HTML code

### Qualifications/Requirements

#### All

- Pursuing a degree in Graphic Design, Interactive Design, Computer Science, English, Journalism or related major.
- Insatiable curiosity and passion for interactive design and the Web in general.
- Willing to quickly learn new tools and approaches.
- Able/Willing to work on a PC.
- Ability to work on a strict schedule, according to project plans and deadlines.

#### For Design

- Ability to produce Web graphics. Familiarity with constraints involved in designing for the Web.
- Design talent or potential
- Strong Proficiency in Photoshop and Illustrator required.
- An online portfolio is strongly desired, but not required.

#### For Writing/Editing/Content Management

- High proficiency in English and writing (AP style).
- An online portfolio and/or written samples are desired, but not required.

### **For Front-End Code**

- High proficiency in HTML/XHTML/CSS
- Understanding of the complexities of cross-browser front-end code-development.
- Extreme attention to detail.
- Online samples required.

### **Overall Responsibilities**

- Work closely with other team members.
- Adhere to strict organization of all digital project assets.
- Focus on increasing skills and knowledge.
- Meet all project deadlines without exception.
- Maintain agreed-upon work schedule religiously.

### **Hours and Trial Period**

- 10-16 hours/week on site.
- 1-week trial period to verify skills and qualifications.

### **Resumé / Contact**

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