Job Description
Computer Programming Intern/Analyst
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Position Summary
The primary purpose of this position is to learn what a full-time Computer Programmer Intern/Analyst would do on a daily basis. The interns are treated the same as full-time Analysts and work with the Senior Analysts, Consultants and Managing Partner.

Position Specifics
The primary purpose of this position is to learn how to handle all computer and information technology needs internally and for small to midsize clients.

Role Description
- Develop an in-depth understanding of our business; identify and proactively work with the team to resolve day-to-day issues and create further efficiencies.
- Handle any Information Technology needs for Clarity and our clients; learn and apply your programming knowledge and languages to internal projects related directly to marketing our products and running our business efficiently.

Qualifications
Technical Skills (Required)
- <u>General:</u> Windows-based system experience and ability to navigate through a series of databases; familiar with Windows, and Linux operating systems.
- <u>Specific:</u> Proficient or working knowledge in programming languages and software such as Java, SQL, C++, C#, .NET, PHP, Microsoft CRM, WORD, Excel
- Strong interpersonal communication skills
- Commitment to serving clients
- Problem solving and decision making skills
- Ability to work independently and on team
- Strong project management skills to meet multiple deadlines; ability to prioritize
- Demonstrate flexibility to work additional hours when client needs dictate
- Act as resource for wide variety of special projects (preferred, not required)Strong interpersonal communication skills
- Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar

Other Skills (Preferred)
- Previous computer science programming experience
- Previous consulting experience
- Demonstrate flexibility to work additional hours when client needs dictate

Education Requirements
- Bachelor or Associates degree -or- high school diploma or equivalent
- Two years related experience (for full-time)