

# Andrews Roofing and Construction

Lynn Haven, FL

Andrews Roofing and Construction provides service to Bay and surrounding counties. They specialize in residential and commercial roofing, specifically with shingle, metal, and flat roofing.

## INTERNSHIP OPPORTUNITY

This employer is offering a motivated student a strong experiential learning experience in the business areas of construction and franchise/business management with an entrepreneurial focus.

Tasks will include: answering and documenting leads, creating project packets, pulling city permits, calendar and team management, standard computer functions (MS Office and billing apps). Employer is also beginning a marketing campaign for their franchise so there will be some involvement in creating press releases, assisting with scheduling and preparedness for community events and social media usage.

Student should have minimum skill set of: MS Office, good written and verbal communication skills as well as a strong customer-service attitude.

Employer would prefer a student who can work afternoons in the office, approximately 1:00pm to 5:00pm, Monday thru Friday with some flexibility on how many days per week. Compensation will be up to \$10/hour based on skill-set and experience.

**To Apply:** Email resume to Kim Hoyt ([khoyt@gulfcoast.edu](mailto:khoyt@gulfcoast.edu))



### COOPERATIVE EDUCATION

Kim Hoyt, Coordinator

Student Union East, Office 59

P (850) 872.3874 E [khoyt@gulfcoast.edu](mailto:khoyt@gulfcoast.edu)

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