

October 27, 2017



## **Intern- Interactive - Spring 2018**

QVC, the world's leading video and ecommerce retailer, is seeking a dynamic and passionate intern to support our cutting edge Global Interactive Department in West Chester! This is a unique opportunity to gain hands-on experience and contribute to exciting work while learning from a world-class organization. If you are a current college student looking for a fantastic, hands-on, PAID part time internship this spring, look no further! We are in search of an intern to join our Global Interactive Portfolio Organization.

Interactive at QVC is a global function, and will determine the future design of our digital platforms and prioritize the introduction of new features and functions for all of our markets. The development of the digital and mobile experience for our customers continues to be one of our highest global priorities and will support QVC's continued digital commerce growth.

In this role you will be assisting in executing and managing the intake and reporting process for designated markets into the overall global interactive roadmap assisting with interactive project portfolio management and tracking.

### **Job Description Details**

#### **Essential Duties and Responsibilities**

- Assist in developing Global Interactive SharePoint site
- Assist in coordinating the Intake Review meetings
- Organize and document the intake details. Create Interactive requests for work
- Assist in the incorporating market requests into the Global intake process.
- Prepare and assist in conducting Product Management Intake Review meetings (with each product vertical), check points, interfacing with Interactive leaders on intake documentation and needs.
- Help requestors translate their requests into clear project objectives, top-line requirements, ROI, and measures of success by creating request for work
- Create the market reports on the status of the Interactive Intake and Roadmap delivery and communicate it to market stakeholders

Approved For Posting  
Office of Student Life

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## Qualifications & Requirements

- Must be enrolled at an accredited college or university studying Business Marketing, Merchandising, Information Sciences, Communications, Finance, Ecommerce or related major
- Understanding of ecommerce websites, retail in particular, required.
- Analytics skills, technical savvy, understanding of ecommerce design principles, and user-centered design concepts preferred.
- Working knowledge of Excel, Powerpoint, Word, SharePoint and popular Internet Browsers (Internet Explorer, Chrome, Firefox) required.
- Fluency in one or more of these language will also be an advantage: French, Italian, German or Japanese

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QVC, Inc., a wholly owned subsidiary of Liberty Interactive Corporation (NASDAQ: QVCA, QVCB), is the world's leading video and ecommerce retailer. QVC is committed to providing its customers with thousands of the most innovative and contemporary beauty, fashion, jewelry and home products. Its programming is distributed to approximately 300 million homes worldwide through operations in the U.S., Japan, Germany, United Kingdom, Italy and a joint venture in China. Based in West Chester, Pa. and founded in 1986, QVC has evolved from a TV shopping company to a leading ecommerce and mobile commerce retailer. The company's website, QVC.com, is ranked among the top general merchant Internet sites.

QVC, Q, and the Q Ribbon Logo are registered service marks of ER Marks, Inc.

As an equal opportunity employer, QVC is committed to a diverse workforce and is also committed to a barrier-free employment process. In order to ensure reasonable accommodations for individuals pursuant to applicable law, individuals that require accommodation in the job application process for a posted position may contact us at [CareersUS@QVC.com](mailto:CareersUS@QVC.com) for assistance.

Apply at: [https://qvc.wd5.myworkdayjobs.com/en-US/QVC-USA/job/USA-PA-West-Chester/Intern--Interactive---Spring-2018\\_R28290?source=indeed](https://qvc.wd5.myworkdayjobs.com/en-US/QVC-USA/job/USA-PA-West-Chester/Intern--Interactive---Spring-2018_R28290?source=indeed)

Or [www.indeed.com](http://www.indeed.com)