



TESLA TAIWAN 2018 SUMMER INTERN PROGRAM

Tesla offers compelling opportunities for students seeking internships and co-ops. To be eligible for an internship or co-op, you must be actively pursuing a bachelors, masters, or graduate level degree.

You need to know Tesla's mission, progressive philosophy, and it's a great opportunity for the right candidate to grow their networking-skills in global organization.

Working Period: 2018/7/2 - 2018/8/31, 40 hours weekly, flexible for shift on weekend

Hourly rate: TWD\$ 200

Openings:

- Customer Experience Specialist Intern (Taipei/Taichung/Kaohsiung)
- Charging Intern (Taipei)
- Inside Sales Intern (Taipei)
- Retail Development Intern (Taipei)
- Marketing Intern (Taipei)

How to Apply?

Please take 15 minutes to complete the Questionnaire and attach the following required files:

① English Resume (PDF format)

② 3-minutes introduction video

(Please upload the video to your google drive and share the link with us)

Submission Deadline: **Monday, 7 May 2018 12.00pm Taiwan Time**



<https://goo.gl/forms/iKJkBH7leHbeSmUi2>



CUSTOMER EXPERIENCE SPECIALIST INTERN (TAIPEI/TAICHUNG/KAOHSIUNG)

Job Responsibilities

- Welcome all walk in guests, answer questions and generally manage the customer's Tesla experience in the most positive way
- Enthusiastically educate all customers and fans about the benefits of going electric
- Assist Owner Advisors in co-piloting test drives for Tesla enthusiasts and providing an experience that future customer would highly recommend to friends and family
- Help Tesla enthusiasts and future owners stay up to speed with Tesla by subscribing them to digital updates from the company and founder, Elon Musk
- Through conversations on the floor, identify future Tesla prospects and encourage them to get behind the wheel of a Tesla product for themselves
- Provide high quality customer service to the existing Tesla owner community
- Keep up with industry trends and best practices
- Help to develop a new way to market and sell cars to the community
- Employee must seriously learn about the company and products related knowledge.
- Other Responsibilities: Perform other related duties as assigned, based on the business need

Requirement

- Currently working towards a bachelor or master degree with excellent English ability
- Taiwan Drivers License is a plus
- Highly appreciate Company culture and value
- Exceptional self-management and self-learning ability
- Positive, enthusiastic and passionate about the changes in the personal transportation industry
- Strong sense of team mentality and reliability
- Ability to work evenings and weekends in retail environment.



CHARGING INTERN

Database Analysis & Maintenance

- To clean and fulfil exiting charging data in the database, such as Quickbase and Salesforce
- To analyze usage report or data crunching to meet business purpose
- Daily Operation Management
- To manage inventory of chargers
- Payment & tracking (PO)

Charging Vendor Management

- Pipeline management for home charging cases
- Interface with DES to update home charging status
- Site scouting with vendors
- Vendor's C-Sat monitoring

Special Project

- Destination charger site development

Requirement

- Currently working towards a bachelor or master degree
- Able to work 40 hours weekly on 2018 July & August and 24 hours weekly after August
- Strong in data analysis: questionnaire design and data crunching
- Good command in English and MS Office
- Having knowledge of basic electricity is a plus but not necessary
- With driving license is a plus but not necessary



INSIDE SALES INTERN

Inbound Call Fielding

- Attain knowledge of core Tesla foundational skills and be able to service a variety of customer concerns
- Respond to customer inquiries in a timely manner via Phone or E-mail
- Direct traffic to relevant parties within the organization when issues involve multiple teams
- Field Sales Overflow Support
- Occasionally Support the Field with In-Store & Event Staffing

Outbound Event Scheduling

- Coordinate Marketing Functions w/ Field / IS Team
- Schedule Test Drives for Relevant Events
- Data Entry and Calendar Management for Lead Lists and Slot Blockages

Requirement

- Currently working towards a bachelor or master degree with excellent English ability
- High appreciation of Tesla Company culture and values
- Exceptional self-management and desire to learn
- Positive, enthusiastic and passionate about Electric Vehicles and Green Energy Movement
- Strong sense of teamwork and reliability
- Ability to work evenings and weekends



RETAIL DEVELOPMENT INTERN

Job Responsibilities

- Manage document transmittals between Construction/Development Group, other internal departments, and third-party contractors, vendors, and agencies.
- Prepare and manage status reports, information requests, and other project tracking documents
- Must be able to read and understand construction drawing
- Good command of written English, Japanese is an advantage
- Able to work independently
- Ad hoc tasks

Requirement

- Currently working towards a bachelor or master degree
- Must be able to read and understand construction floor plan (preferred Interior Design or Architecture Student)
- Good command of written English, Japanese is an advantage
- Able to work independently
- Detail minded



MARKETING INTERN

Job Responsibilities

- Assist in media scan and report drafting.
- Assist in the planning process for the Taiwan events calendar, working across multiple teams to establish target destinations for test drive and lead generation events.
- Assist in project managing and staffing individual events, negotiating with venues, coordinating resources, multi-channel promotion where required and ensuring an exceptional delivery of all events.
- Assist in digital marketing campaigns, including producing webpages, social media and e-shots.
- Assist in the control and management of a team budget.
- Assist in the coordination of the Taiwan marketing fleet and event resources.
- Assist in any ad hoc marketing activities that will arise on a frequent basis.

Requirement

- Currently working towards a bachelor or master in relevant business or marketing background
- Excellent English written and spoken skills.
- Be able to work in a team and as well as individually, and able to prioritize effectively.
- A strong and confident communicator with a professional/corporate demeanor, able to interact with senior stakeholders and customers alike.
- To operate effectively and comfortable working in a very fast moving, developing and constantly changing company.