



## Community Health Intern

**This is a paid Intern position.**

Professional Research Consultants, Inc., is a nationally recognized market research firm serving the healthcare industry. PRC's community health product line engages surveying and other research to conduct Community Health Needs Assessments on behalf of its hospital, public health and community collaborative clients.

Reporting to the Community Health Director, this position will serve as an assistant to the community health research team.

### **Responsibilities of this role include:**

- Assist in the development of CHNA reports and other deliverables.  
Examples of associated tasks include:
  - Enter data into Excel, Word and PowerPoint documents.
  - Pull secondary data reports from online platforms.
  - Proofread and format PowerPoint presentations and Word documents.
  - Create email promotions and email clients.
  - Assist with client requests.
- Work well in a team and effectively interact with others.
- Regular attendance and timeliness are expected.
- Perform other related duties as assigned.

### **Qualifications for this role include:**

- Junior, Senior or graduate student in college with a 3.0 GPA or higher.
- Proficient in Microsoft Excel, Word, and PowerPoint.
- Ability to write, proofread, and revise report documents.
- Strong attention to detail.
- Excellent customer service and communication skills.
- Strong organizational skills.
- Polite, professional, and courteous.
- Ability to maintain composure in stressful situations.

PRC, with its beautiful campus, holds a very convenient location in Omaha near the Interstate. PRC offers a pleasant environment in a non-smoking, drug free office. For more information, please visit [www.PRCCustomResearch.com](http://www.PRCCustomResearch.com).

Qualified applicants are asked to complete an application by visiting: [www.workforPRC.com](http://www.workforPRC.com)



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