

# LonTrend Internship Program for Business Development Representative

## *1. The origin of the plan*

Since 2014, LonTrend has begun to carry out the internship program for the cultivation of talents in international business marketing, providing students from colleges and universities at home and abroad with an internship opportunity to connect with the corporate workplace and plan in advance for their future. This year (2021), in response to business and operation expansion needs, this program had been upgraded to be an international channel management talents elite cultivation internship program. The development of this internship program has achieved remarkable results. At present, many university students, such as Fu Jen Catholic University, National Tsing Hua University, National Taiwan University of Science and Technology, and Wenzao Foreign Language Institute, have participated in and accepted assignments. After graduation, students who are aspiring to develop in the field of international trade import and export management or channel management are invited to participate in the grand event.

## *2. Program advantages*

This program provides students with excellent foreign language proficiency and interested in international trade and channel management the benefits to accumulate their second expertise, in addition to their foreign language expertise or undergraduate department expertise. The internship members will follow the program content during their studies to gradually cultivate big data management sense and broaden their vision. The task content will be gradually deepened and broadened according to the internship time and the adaptation status of the interns. The students who completed the internship will be competent in managing workable international business marketing skill, if they successfully pass the assessment and transfer a full-time position after the internship, their working years will start from the day of the internship. This program fully provides students who are interested in international trade and channel management, a great opportunity to accumulate their own abilities and soft power while working during the school period, and plan for their future in advance.

## *3. Project features*

- ※ Departmental practical operation – learning through actual workplace experience, it allows interns to get early integration into the corporate culture and accumulate experiences and client opportunities to form.
- ※ Perfect education and training – LonTrend provides complete pre-employment training, practical courses, and on-site training.
- ※ After the completion of the internship and graduation (for males on standby), those with outstanding performance may be given priority appointments to obtain full-time qualifications and plan for the future in advance.
- ※ Work in fun – interns have the opportunity to participate in various project internships, company end-year meals and other benefits and activities.
- ※ The internship performance refers to the calculation method of the bonus system of the sales department, and each bill is entitled to the performance bonus.

#### 4. Company introduction

LonTrend Corporation is an affiliate of Valorx Co. and a strategic alliance partner of British-based Tailored Solution International Co., Ltd. The business focuses on the design, manufacture and promotion of exquisite die-cast products such as pan-tilt units, protective enclosures, IR illuminators and mounting brackets.

#### 5. Qualifications

- 1、International students who lives in Taiwan for short term but will be back to their countries after graduation.
- 2、International students who are excellent in English and good communication skill. Second or third languages are plus.
- 3、Program reserved for those international students who are interested in international trade and channel management positions and have long-term career planners.

#### 6. Internship description

Internship category	
Category	Overseas Marketing Department , Pre-employment training intern (six months, total 952 hours)
Internship period	<ul style="list-style-type: none"> <li>✓ 1/13-2/17 (176 hours) (1-2) *</li> <li>✓ 7/1 to 8/31 (352 hours)</li> <li>✓ During the school period, a shift system is adopted, and the weekly internship time needs to be 15 to 20 hours</li> <li>✓ The total number of internship hours must be at least 952 hours (1-7) *</li> <li>✓ The program can be adjusted according to students' spare time. Except winter and summer vacations, working hours can be adjusted according to the student's time.</li> </ul>
Job description	<ul style="list-style-type: none"> <li>✓ Big data analysis</li> <li>✓ Integration of trade marketing platform</li> <li>✓ Customer information confirmation</li> <li>✓ Smart development and market expansion</li> <li>✓ Channel management</li> <li>✓ Market analysis</li> <li>✓ Customer relations contact</li> <li>✓ Project management</li> <li>✓ Marketing document design and proposal</li> <li>✓ Competitor product information collection and analysis</li> <li>✓ Professional sales document layout and production</li> <li>✓ Exhibition preparation matters</li> </ul>
Welfare	<ul style="list-style-type: none"> <li>✓ 176 hours from the beginning of the internship is the internship training stage (No salary). For unpaid internships, an incentive of 7200 NTD/month is provided.</li> <li>✓ After 176 hours of internship (after the 1-2 interval), it will be changed to an hourly</li> </ul>

	<p>salary system, using a shift system, 160 NTD/hr.</p> <ul style="list-style-type: none"> <li>✓ Insurance: There is no labor and health insurance during the student's identity training and group accident insurance is provided.</li> <li>✓ Interns can participate in business team dinners and end year dinner.</li> <li>✓ The interns are included in the management of sales team, and those who perform well in the internship will have billing bonuses and year-end bonuses.</li> <li>✓ Short-term/long-term interns who live in other counties and cities are provided with rental subsidies (2000 NTD/month) in addition to the internship allowance for the first month. As long as the intern students are fully attending the internship, they can ask the direct supervisor to apply it on their behalf.</li> </ul>
Working hours	<ul style="list-style-type: none"> <li>✓ Winter and summer vacations: Monday to Friday 08:00 to 17:00 (noon break: 12:30 to 13:30; two days off every week, national holidays are off, flexible holidays are not compensated.)</li> <li>✓ Non-winter and summer vacations: scheduling system (based on hours) It is expected to meet at least 15 to 20 hours of attendance per week. If the course really cannot cooperate, you can discuss with your direct supervisor before making flexible arrangements.</li> </ul>
Special note	<ol style="list-style-type: none"> <li>1. Students who accept internships are required to sign a contract. The competent department will plan the corresponding student training content based on the total contract hours. The company will retain the right of legal prosecution if the contract is terminated without warning.</li> <li>2. In the event of poor attendance and poor work performance (for those who fail the company's internal examination scores), the company reserves the right not to issue an internship certificate or terminate the internship contract.</li> </ol>

\* LonTrend Corporation HR position level: the first level is divided into 7 positions (1-1 to 1-7), a total of 952 hours. Internships who have passed the assessment for a total of 952 hours in school status are regarded as a full time employees.

### 7. Application process

✂From now on, please access to webpage <https://www.lontrend.com/en/about-lontrend/career> to download the LonTrend resume. After filling in, please send your resume and autobiography (Chinese and English) to [hr@lontrend.com](mailto:hr@lontrend.com). After the resume is reviewed, the invitation will be notified for written examination and interview.

Contact window: Human Resources Division-Miss Li (02-2902-0082#601)

✂This program accepts recommendation letters from professors.

### 8. Internship location

11F., No. 123-7, Xingde Rd., Sanchong Dist., New Taipei City 241, Taiwan (R.O.C.) (in the Yingyi Factory Office Building) near MRT Xianse Temple Station or Sanchong Station