

Internship Search Guide | **Selling & Sales Management**

CSR 30700 Course Description

Approved in-service training and supervised work experience in selling and/or sales management. **Total of 140 work site hours** are required along with completion of all CSR 30700 academic assignments and supervisor evaluations. Register for CSR 30700 in the semester you are working your hours. Pre-requisite: Must be a selling & sales management major; completion of CSR 20100 or AGE 33100 with a grade of C-. Completion of CSR 31500 is ideal.

Suitable Job Sites

The ideal position is one that involves selling to a business customer or sales support, or daily direct involvement with the organization's sales function. A business-to-business company is preferred, but some business-to-consumer companies may be considered (i.e., insurance agencies). In-store traditional retail sales (i.e., Macy's, Wal-Mart, grocery stores) are not typically approved unless compensation is primarily commissioned-based. The company or organization may be for-profit or not-for-profit. Paid and unpaid positions are accepted. Unpaid positions must provide formal documentation of work hours verified by your supervisor. Self-employment is not acceptable for this requirement. Since all academic assignments are submitted online through Brightspace the physical location of your internship is unlimited

Job Search Tips:

The department does not place students into internships but we provide numerous resources. Securing an internship is part of the student learning experience and requires some focused attention on your part. These tips will get you started and help you with your search:

- Visit the [HTM Ray Kavanaugh Career Center](#) located in Marriott Hall, room 128 for personalized assistance.
- Attend as many HTM sponsored professional development events throughout the year as possible (career fairs, networking events). Recruiters and employers who attend do so to connect professionally! Guest speakers who are not recruiters provide useful tips and networking opportunities.
- Write a dynamic **resume** and have it proofread by more than one professional. Watch for "Resume Review" sessions around campus. Templates and resources can be found in the online [CCO Career Success Handbook](#).
- Draft your skeleton **cover letter** to later populate with information for specific roles. Use the [CCO Career Success Handbook](#) for examples and best practices
- Register with [myCCO](#). Ensure your profile is accurate and settings are correct for the position(s) you are seeking so you are alerted to potential employment matches. Review "MyCCO Tips" for best results.
- Start a list of target organizations linking to your careers page. Create a schedule where you also check the CCO job postings weekly for new positions/postings
- Refer to the list of Career Fairs on the [CCO Website](#) to meet recruiters and arrange interviews
- Set up your **LinkedIn** profile and actively utilize it:
 - Include an appropriate, business type headshot (search: "Tips for the perfect LinkedIn profile picture")
 - Be sure your headline clearly states what you're looking for
 - Make sure you edit your Job Seeking Preferences within your Profile Settings. Click on "Signal your interest to recruiters at companies you've created job alerts for"

- Connect with past employers or professors and seek professional references for your LinkedIn profile and/or list of references
- Connect with people who have the job you are interested in
- Join Groups such as Purdue Alumni Association or organizations you're interested in working with
- Maximize your CSR 31500 and CSR 41500 experience! This course engages with numerous industry recruiters. Always come to this class with a professional focus. Activities in this class are often informal interviews!
- Check out the [HHS Career Development](#) website and connect to the HHS Career Newsletter
- View the [4 Years to Career Success: Steps to Explore your Major & Interests](#) checklist
- Watch for Advisor emails with internship announcements; they usually come from alumni (the perfect connections)!
- Google search what you are looking for! (i.e., "sales internship Chicago" – or "part time sales Indianapolis" – or – "medical sales internships Houston")
- Set up Google alerts for positions you're interested in
- Join the [Sales Team](#) for opportunities to compete regionally and nationally with the added benefit of industry networking!
- Read local business or trade publications related to your interest(s).
- Cold call companies you're interested in or visit the "Employment" or "Careers" links on company websites
- Make sure your friends and family are aware of your internship needs and what you are looking for as many opportunities arise through acquaintances ("who you know!")
- Use the [Purdue Career Research Portal](#) through Purdue Libraries. There are a wealth of links and databases here!
- Explore alternative entry-level positions that are looking for individuals with your skill set. "Widen" your net of potential jobs; positions you may not have normally considered. Think more broadly about your transferrable skills and potential starting positions. A starting point might be the [Occupational Outlook Handbook](#)

What is Required of a Potential Employer?

Employers must be willing to submit a midway and a final evaluation of your on-site work. These documents are part of the Employer Packet you will give to your supervisor at the time they sign your Site Approval Request Form. If a company is not able to complete the evaluations for you, you will receive 0 points for that portion of your grade. Additionally, while this is mentioned in the Employer Packet, it is a good idea to remind your employer that as an intern you will be writing reflections and a final paper that may require you to ask for assistance with obtaining company information pertinent to your research.

Recent Selling & Sales Management Internship Experiences

AT&T
 Abbott Nutrition
 Alaska Excursions
 Alliance RV
 Calibur
 CED
 Collins Aerospace
 Cummins
 Daimler Chrysler
 Ecolab
 Fisher Homes
 Frito Lay
 Gallagher
 Garner Tech

Gartner
 Graybar
 Henry Schein Dental
 Hoerr Racing Products
 IBM
 Irving Materials
 John Purdue Club
 Mackinac Isld Tourism
 Nibco
 Onin Group
 Otis Worldwide Corp
 ParaPro
 PepsiCo
 Purdue Athletics (CONTINUED ...)

Purdue Alumni Association
Reckitt
Reynolds & Reynolds Co
Rush Industries
Ryerson
SDI Innovations
Sherwin Williams
Skye Pack
Sirius Computer Solutions
SMC
Sonepar
State Farm Insurance
Steel Dynamics
Stryker
Swoon Group, LLC
UL Solutions
Uline
United Healthcare
Vector Marketing
Venti Corp
Wabash
Whirlpool