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## We're hiring an intern!

### ABOUT US

Framework LLC is a respected consultancy that specializes in helping leading companies build trust, reduce risk, and create value by improving their environmental, social, and governance practices. We've been in business since 2003 and count companies such as MetLife, American Airlines, and NVIDIA among our clients

We pride ourselves on doing purposeful, high-quality work in a no-drama culture. Framework was ranked #2 on Fortune's 50 Best Small and Medium Workplaces list in 2016.

### ABOUT THE INTERNSHIP

**Program dates:** 6.4.18 to 8.10.18 (10 weeks, some flexibility in dates is possible)

**Work schedule:** 30 hours per week (M-Th)

**Stipend amount:** \$4,500

**Location:** Stamford, Connecticut

### ABOUT YOU

At Framework, our interns (undergrads, grad students, and recent grads) are challenged to learn on a daily basis and encouraged to share their findings and opinions with the team.

In this role, it is essential that you have exceptional quantitative skills and research abilities, and solid writing skills. You have strong facility with spreadsheets, equations, and analysis (preferably including Tableau and experience with a Bloomberg terminal). Ideally, you can express ideas visually as well as verbally.

You're good at prioritizing tasks and managing time, and you're quick on the uptake. Once we provide direction, you are happy/able to work and learn independently. You are detail-oriented and have freakishly high quality standards.

At the same time, you have a positive attitude and work well with/respect others.

### RESPONSIBILITIES

The type of projects you may support include:

- Analysis of environmental, social, governance (ESG), and economic trends
- Benchmarking of companies' ESG performance and communications
- Industry/issues research, market intelligence
- Presentation development
- Writing/ editing; social media content and infographic development

You'll also join internal office meetings, client calls and meetings, and training webinars. *Please note:* interns typically do not work on client projects.

### HOW TO APPLY

Please send the following materials to Amanda Wickham at [awickham@framework-llc.com](mailto:awickham@framework-llc.com):

- One-page cover letter detailing
  - \* Why you'd be a great fit at our firm
  - \* A detailed example of how you've used your strong quantitative and analysis skills to solve a problem/deliver a result
- A description of two things that drive you crazy
- Résumé
- Work sample (**maximum 800 words**), e.g.,
  - \* Excerpt from a research paper
  - \* Blog post
  - \* Any project or creation you are proud of, in whatever medium/form

Finalists will be asked to take a StrengthsFinder assessment and provide a recommendation from a professor or employer.

**Application deadline: March 30, 2018**

**For more information about Framework LLC** please visit <http://www.framework-llc.com>.

**No phone calls, please.**