

Growth Management Consulting

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The logo for Growth Management Consulting Ltd, featuring the lowercase letters 'gmc' in a white, sans-serif font on a red background.

Growth
Management
Consulting Ltd

HIGH GROWTH BUSINESS CONSULTANT-APPRENTICE INTERN **Student Part Time Work Available**

We require a final year business studies or professional studies student to come relieve the load and learn some cool business stuff. 10 hours a week is all we initially need. This may expand over time. You will have a great talent for not only the big picture but you are good on detail.

Growth Management Consulting is a small business consultancy that helps growing businesses around New Zealand get their shit together, with improved clarity and strategy. We do a combination of business advisory work and running training programmes.

To fit in you must be willing to turn your hand to anything ranging from clearing the mail box, basic admin stuff, taking and writing up meeting notes, web research on clients, formatting documents and spread sheets, managing logistics for training events, chasing courier companies, editing pictures and movie files, even feeding the cat if required.

For the right candidate you will get to work with some exciting business owners and learn a very pragmatic approach to leading SMEs. Depending on work demand there could also be holiday work as well.

Key skills - aptitude:

- Computer savvy – Advanced Microsoft Office, Mac
- Excellent writing skills, spelling and detail orientated – your boss IS USELESS AT SPELLING
- Be mobile – our offices are based both in Mission Bay and at Britomart. Full car license a must.
- Be interested in business – studying accounting, law, marketing, business studies.
- Very sociable but willing to work by yourself. The role involves extremes of working in office by your self to helping run training days.
- Basic photoshop, video editing and web publishing skills
- Into road cycling (bonus points here)

Some flexibility is available for hours worked and some of the work may be completed at home.

If you are interested send us a cover letter saying why we should employ you and attach a cv to mark@growthmanagement.co.nz

Our blog www.succinct.co.nz and our web site www.growthmanagement.co.nz