**Sample Marketing Intern Offer Letter**

|  |
| --- |
| **Dear Candidate:**We are pleased to confirm you have been selected to work for [ company/org. name ] as "marketing intern".[Dear Salutation](https://jobdescriptionsandduties.com/career-advice/dear-salutation-for-business-letters/)**Responsibilities are to:**- Develop student-oriented marketing efforts- Generate creative, sustainable marketing strategies that increase student attendance- Measure effectiveness of marketing efforts; adjusting as necessary- Analyze data; preparing reports on marketing results- Study the context of student-oriented marketing efforts within the larger landscape of marketing for the broader audience- Forecast budget needs for student-oriented marketing efforts- Manage existing resources carefully- Prepare final report on marketing efforts; making recommendations for future actions[Employee Duties](https://jobdescriptionsandduties.com/career-advice/employee-duties/)**Financial Offer:**A) [ basic salary ]: the offered marketing intern position is at a [ salary/wage ]... of [ salary/rate per hour ] per [ period in year/month/ week or hour ].B) [ compensations and benefits ]: your position compensations and benefits are: [ group insurance, dental care, health care, and transportation ],[Proposing a Wage for a Candidate](https://jobdescriptionsandduties.com/career-advice/proposing-a-wage-for-a-candidate/) | [Compensation and Benefits](https://jobdescriptionsandduties.com/career-advice/compensation-and-benefits/)**Further information about the work:**A) [ reporting ]: you will report to [ supervisor job title ]B) [ work hours ]: your working hours will start from [ start of working day time ] till [ end of working day time ]C) [ vacations ]: your vacation is 2 days per weekWe are delighted to send you this offer to be approved and signed from you in order to start the job from [ starting date ].We look forward to join our company in order to work with youSincerely,[ Recruiter signature ] |