**Live Good, Inc.**  
17175 Von Karman Ave.  
Irvine, Ca, 92614  
[www.livegoodinc.com](http://www.livegoodinc.com)

**COMPANY DESCRIPTION**

Live Good, Inc. is an award-winning company that specializes in manufacturing organic products utilizing socially and environmentally-conscious practices.

**DUTIES & RESPONSIBILITIES**

The Intern will be responsible for assisting in accounting, inventory management, and some business development projects.

**QUALIFICATIONS & REQUIREMENTS**

- Proficiency in Microsoft Office, QuickBooks and other accounting software packages  
- Strong communication and computer skills  
- Excellent organizational skills  
- Ability to juggle multiple projects in a fast-paced environment

**TIME COMMITMENT**

These are the requested periods of time by the employer  
- 1-term (50-100 hours/10 weeks)

**HOW TO APPLY & DEADLINE**

Respond to company job advertisement. Applications are accepted year round.

**CONTACT INFORMATION**

For More information please contact Jennifer Chi at [jen@livegoodinc.com](mailto:jen@livegoodinc.com) or 415-359-4810. You can also visit their website at [www.livegoodinc.com](http://www.livegoodinc.com).