

## **mTab**

1100 East Orangethorpe Ave,  
Anaheim, California, 92801

<http://www.mTABSurveyAnalysis.com>

### **COMPANY DESCRIPTION**

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We are looking to hire someone to be our next **QA Data Analyst Intern!**

mTAB helps market researchers gain insights from their survey data in our easy to use software platform. When our clients' data is messy, overwhelming, and complicated, they turn to us to make sense of it all. We're passionate about data and hope you are too.

We think we've got the best of both worlds: small company feel with large company stability. Although we're a relatively small company (under 50 employees), we're growing, profitable, and have a list of really big clients (e.g. Ford, GM, Taco Bell, GAP, to name a few). We're backed by a group of private investors who have big ambitions, including expanding our geographical presence and taking our software to the next level.

### **DUTIES & RESPONSIBILITIES**

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#### About the Job

- You'll be joining the heart and soul of our company.
- You will be working with our Data Analysts and Dashboard Team to ensure that everything we send to clients is 100% accurate.
- You will act as a detective, using checklists and checking materials to locate errors. You will help identify the cause of the error and work with a team to find a solution.
- Being a part of the entry point of the company, you will work with all of our teams and develop a broad understanding of what we do

#### Internship Benefits

- Weekly one-on-one mentorship
- Cross tabulation software training
- Excel Training
- Understanding of departmental relationships
- Increased problem solving ability
- Familiarity with product and development timelines
- Time management skills/ability to meet deadlines
- Assist in test case creation
- Test the user interface and user experience of dashboards
- Assist in the de-bugging process
- Review data analyst work for quality control
- Participate in daily product development meetings

#### Job Perks

- Internship at a profitable, stable, growing small company
- The potential to be part of an amazing long term growth opportunity

- A laid-back, awesome workplace with an endless supply of snacks/coffee, frequent team lunches and team events.

### **QUALIFICATIONS & REQUIREMENTS**

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You are looking for an entry level internship position in a data services/software company  
You think and dream data. You love working with numbers. When numbers don't 'tie' it drives you crazy  
You have some basic skills in analytic tools such as Microsoft Excel  
You are working towards a degree in a quantitative field or have related work experience.  
Your friends say that your organizational skills and attention to detail are impeccable.  
You work well under pressure and have the ability to meet deadlines.  
You are obsessed with process. When given a 67 step process, you follow it. You don't skip steps.

### **TIME COMMITMENT**

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These are the requested periods of time by the employer

- 1-term (50-100 hours/10 weeks)
- 1-summer term (50-100 hours/5 weeks)
- 2-summer term (50-100 hours/ 10 weeks)

### **HOW TO APPLY & DEADLINE**

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Please email your resume to [Bsesoko@mTABSurveyAnalysis.com](mailto:Bsesoko@mTABSurveyAnalysis.com). They are accepting on a year-round basis.

### **CONTACT INFORMATION**

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For More information please contact Bree Sesoko at [bsesoko@mTABSurveyAnalysis.com](mailto:bsesoko@mTABSurveyAnalysis.com) or 714-693-3110. You can also visit their website at <http://www.mTABSurveyAnalysis.com>.