Search Engine Optimization Intern

Two Octobers is a digital marketing agency in Denver, CO. providing online marketing services with a strong focus on measurable results. Our team is small, smart, and fanatically analytical.

Current opening: Search Engine Optimization (SEO) Intern.

Our goal with every client is to demonstrate that digital marketing is having a real business impact. As a member of our team, you will be asked to serve this goal with passion, creativity, and humor, while you learn the essentials of website optimization and digital marketing for local businesses. This is a great opportunity for someone interested in the growing field of digital marketing.

Job Summary
You will assist in the delivery of Search Engine Optimization (SEO) services, with a particular emphasis on factors that affect online visibility for local businesses. The SEO Intern will participate in a variety of projects and tasks, including but not limited to: claiming and optimization of local listings, coordination of website optimization, HTML tag analysis, and report generation.

Knowledge and Skills
You should have an understanding of business marketing, interest in SEO and digital marketing, as well as:

- Attention to detail – this is meticulous and exacting work.
- Experience using MS Excel.
- Strong written and verbal communication skills.
- Function effectively under pressure and maintain a sense of humor.
- Willingness to help wherever needed.

Experience with Google products (Analytics, AdWords), search engine optimization (SEO) and/or HTML are definite plusses.

Job Responsibilities

- Understand and support clients’ business goals.
- Ensure the accuracy and completeness of local business listings data.
- Analyze and document issues and SEO opportunities on client web sites, using documented processes and 3rd party tools.
- Oversee and coordinate web coding and design tasks related to SEO initiatives.
- Collect, organize, and annotate monthly client reporting data

Hours Per Week: 15 - 30 hours per week, flexible.

Paid: $15.00 per hour.

Location: 10th and Bannock near downtown Denver in the Golden triangle neighborhood.

Other Essential Job Functions

- Manual dexterity sufficient to reach and handle items: must be able to use hands, stoop, bend, and reach with hands and arms.
• Ability to sit for extended periods of time at computer.
• Ability to have clear vision at 20 inches or less, and to identify and distinguish colors.
• Be able to lift up to 25 lbs.
• Ability to speak, read, write, see, and hear to perform essential duties of the job, and be able to communicate clearly.
• Able to perform and complete multiple tasks.

Learn more about our company at http://twooctobers.com/. If you are interested in the position, please send a cover letter and resume to Jason@twooctobers.com