

# INTERNSHIP OPPORTUNITY

## RESPONSIBILITIES

- Assist with competitive intelligence and therapeutic area research activities
- Assist with medical writing and editing/formatting
- Conduct systematic literature reviews
- Verify data used in various abstracts, posters, manuscripts, and nontraditional publications
- Annotate references
- Order journal articles from library resources; manages payment process for order
- Participate in industry-related, educational discussions with staff

## QUALIFICATIONS

- Strong interest in medical communications and pharmaceutical industry
- Currently completing the second year of a professional pharmacy program
- GPA of 3.0 or higher
- Bachelor's degree in a scientific field
- Ability to use scientific information and data effectively
- Possess strong interpersonal communication, organizational, and problem-solving skills
- Proficient in Microsoft Word, PowerPoint, Excel, and Outlook
- Ability to work well independently and as part of a team

## JB ASHTIN MEDICAL COMMUNICATIONS INTERNSHIP

Our company's focus is to foster the delivery and exchange of scientific information, between the pharmaceutical/biomedical industry and healthcare professionals. The exchange of medical information supports better healthcare decisions that will improve patient care. What makes us unique is our corporate core values that influence our business philosophy.

These core values are: Excellence, Proactivity, Thoughtfulness, Respect, Dedication, and Fun.

## WHAT WILL YOU GAIN FROM YOUR INTERNSHIP EXPERIENCE?

- An understanding of the breadth of projects that a medical communications agency delivers including scientific publications and a variety of medical affairs and commercial activities
- Hands-on experience doing real-world research, medical writing, content development, and publication-related tasks by supporting the JB Ashtin scientific staff

## SUBMIT COMPLETED INTERNSHIP APPLICATION & CURRICULUM VITAE TO:

**JB Ashtin / Melissa Kraft**  
Director, Operations  
9401 General Drive, Suite 100  
Plymouth, MI 48170 [info@jbashtin.com](mailto:info@jbashtin.com)

## DETAILS

- 14-week program
- 20 hours/week, 9AM – 3PM Monday-Thursday (but can be somewhat flexible)
- Stipend \$400/week
- Application Submission Deadline: December 31, 2019
- Begins: May 18, 2020 • Ends: August 20, 2020