

# WE'RE HIRING

*Become a member of USA Summer Camp*



## OVERVIEW

We are looking for an enthusiastic and diligent person to join our team to guide participants through our work and travel programs.

USA Summer Camp is a work and travel organization, working across 2 continents. Established in 2007, USA Summer Camp has gone from strength to strength over the past 15 years, expanding our programs and increasing the number of participants successfully sent to America and Canada. We are excited to recruit new staff to join our incredible team. We are looking to hire multiple candidates, a combination of in-office staff and remote staff, to widen our reach across Ireland.

## KEY DETAILS

**START DATE: SEPTEMBER 5TH**

**BASED IN OUR OFFICE IN  
MAYNOOTH, WITH THE  
POSSIBILITY TO WORK  
REMOTELY**

**OPPORTUNITY TO RETURN TO  
CAMP DURING THE SUMMER**

**SALARY: €22,000**

**FULL-TIME, WORKING 37.5  
HOURS PER WEEK**

# Summary of the Job

## **Responsibilities include:**

- Selling our various programs to applicants daily
- Demonstrate high-quality customer service, responding to queries quickly and correctly, via telephone, email or text
- Become experts in the application process and visa process, for both USA and Canada
- Arranging and hosting University presentations across Ireland to further sell our brand and build strong relationship with Universities

## **Our ideal candidate will have the following skills, experience and qualities:**

- Experience of being a participant in a cultural exchange program
- Excellent communication skills
- Sales experience
- Result and/or goal orientated
- Ability to be thorough and detail orientated
- Able to respond well to pressure and a strong team player
- Prepared to travel domestically to host University events within Ireland with a full, clean drivers license with access to a car is essential for the role

# Application Deadline

Please apply by August 1st to be considered for this role. Should you require any more information, please get in touch.

## HOW TO APPLY?

Email your CV and Cover Letter to our email [jobs@usasummercamp.com](mailto:jobs@usasummercamp.com) to apply. We look forward to hearing from you!