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Name of Company: FTC Solar

Internship Title: Human Resources Intern

Department: Human Resources

Job Description/Duties: HR Generalist responsibilities, Compensation Analysis, Reporting, Employee Wellness, and Culture

Required Qualifications:

- Microsoft Office, to include Excel and PowerPoint

Preferred Qualifications:

- Working toward 4-year University degree in social sciences or another relevant field of study
- Excellent communication skills
- Self-starter
- Creative problem solver
- Passion for renewable energy and environmental sustainability

Will the intern be working on-site or remotely?

The time will be split between onsite and remote

If on-site, please write the address and describe how the company will supervise the intern and adhere to COVID safety standards.

9020 N. Capital of Texas Highway, Austin, TX 78759. Management will be onsite with the intern. FTC Solar has a COVID-19 policy with office safety guidelines and procedures.

How many hours per week will the intern be working? 10-20 until graduation

Salary range: \$15/hour

Required materials for application: Resume, cover letter