

WestRock

WestRock is currently seeking a highly motivated and organized human resources intern to assist with a wide range of HR projects in their Winston-Salem, North Carolina office. This is a part time, paid internship position for the spring/summer. The person in this position should have project management skills, strong organization and communication skills, and analytical skills.

Duties include but are not limited to:

- Lend project management support for various Human Resources initiatives—
- Data input and information management
- Conduct research and prepare reports
- Assist with preparation and planning of training events and materials
- Assist with other projects and activities, as needed

What you need to succeed:

- Sophomore, junior or senior level student in pursuit of Bachelor's degree in Human Resources or a related field
- Proficiency in Microsoft Office products, particularly Excel and Powerpoint
- Knowledge of SAP and PeopleSoft is a plus
- Excellent verbal, written, and interpersonal skills
- Ability to prioritize and meet deadlines
- Ability to take direction and perform independently

To apply:

Visit <http://www.rocktenn.com/careers/index.htm>.