

Progress is an experienced, trusted provider of products designed with customers in mind, so they can develop the applications they need, deploy where and how they want and manage it all safely and securely. We take pride in what we do, always valuing the whole person—at work and in life. Our diverse life experiences enrich our culture because people power progress.

We are seeking a dynamic and driven **Talent Acquisition Intern** to join our team for a 6-month, full-time, paid opportunity. As an Intern, you'll have the chance to work alongside our experienced Talent Acquisition team and take on meaningful responsibilities that will help shape your career. In this role, you will help support our team of talent acquisition partners in identifying, attracting, and hiring top talent for various positions within the company while gaining valuable hands-on experience in recruiting and HR. If you are passionate about recruiting, have a strong desire to learn, and want to make a real impact, then we would like to hear from you!

Please note that this is a full-time intern position for 6 months (8h/day).

Here's a taste of what you'll be doing:

- Assist in the full cycle recruiting process for various positions within the company
- Screen resumes, conduct initial phone interviews and assist in scheduling interviews
- Help to maintain accurate records in our applicant tracking system, ensuring all data is up to date
- Provide support to the Talent Acquisition team as needed
- Participate in recruiting events such as job fairs, networking events and campus recruiting

We're looking for someone who:

- Possesses excellent communication and organizational skills
- Is fluent in English
- Has good computer skills, including experience in Microsoft Office
- Demonstrates positive attitude, strong work ethic, and a willingness to learn
- Preferably has a relevant educational background in Human Resources or a related field.

What we offer in return is the opportunity to join a talented team of bright and nice people and to also enjoy:

- 15 days vacation + an extra day off for your birthday
- Student time off
- Generous work-from-home allowance
- Premium healthcare and dental care coverage
- A modern office with a well-equipped gym onsite

If the above fits your experience and career goals, then we would be happy to hear from you! Please send your CV in English at: Desislava.georgieva@progress.com