



INTERN – SALES APPLICATIONS & AI ANALYST

DIVISION:	USA	JOB CODE:	9011
LOCATION:	Corporate	JOB FUNCTION:	Sales
DEPARTMENT:	Sales	FLSA STATUS:	Nonexempt
REPORTS TO:	Sales Applications Analyst	EFFECTIVE DATE:	10/26/26

JOB SUMMARY

Through a seasonal internship program, gain entry-level experience in sales applications at the intersection of sales, technology, analytics, and change enablement. Support the Sales Applications team by researching opportunities to use artificial intelligence to improve Pyrotek's sales processes and evaluating how effectively current tools meet the needs of Sales Engineers. Contribute to projects and administrative activities involving structured research, user feedback, application testing, market comparisons, data analysis, documentation, and presentations to stakeholders.

QUALIFICATIONS

Education/Experience

High School Diploma and currently enrolled and pursuing a degree in Business, Sales, Information Systems, Data Analytics, Computer Science, Communications, or a related field, plus one (1) year of completed course studies in area of emphasis.

Experience with research, software testing, business applications, or project work preferred, but not required.

Knowledge/Skills/Abilities

Core People Skills. Ability to positively interact and work collaboratively with a diverse group of people at all levels of the organization. Genuine with high ethical standards and values and personal integrity and honesty. Ability to apply a large measure of common sense to a variety of situations.

Communication Skills. Ability to speak clearly and persuasively in positive or negative situations, listen and obtain clarification, and respond well to questions. Proficiency in writing clearly and concisely, editing work for spelling and grammar, and accurately documenting findings. Ability to vary writing style to meet business needs, and present recommendations to business stakeholders.

Computer/Applications Skills. Strong general computer skills and proficiency with Microsoft 365 applications. Familiarity with Copilot or other generative AI tools, Dynamics 365 Sales or another CRM, survey tools, Excel, Power BI, or software testing concepts is a plus.

Core Business Skills. Ability to exercise sound judgement and discretion in handling of proprietary and confidential information. Strong critical thinking skills, judgment and keen attention to detail and accuracy. Exceptional prioritization, time management and organizational skills. Ability to write routine reports and correspondence. Ability to handle proprietary and confidential information appropriately and use available resources to solve problems. Ability and willingness to solicit/receive feedback, learn unfamiliar systems, and contribute both independently and part of a team.

Professional Investment. Demonstrated commitment to own personal professional development and learning.

ESSENTIAL FUNCTIONS/RESPONSIBILITIES

- 1) Actively engage and work in partnership with Sales Applications leadership, the Sales Development team, sales users, and other stakeholders to understand business needs, seller workflows, sales processes, and the intended use of sales technology.
- 2) Gain entry-level Sales Applications and Analyst experience by learning, applying, and providing the following responsibilities and functions:
 - a) Supporting an AI-enabled sales vision and return-on-investment study by researching Microsoft 365 Copilot, Dynamics 365 Sales, AI agents, and selected external AI capabilities; gathering user input; and documenting where AI could improve preparation, discovery, qualification, advancement, documentation, coaching, pricing, and expansion. Help identify Pyrotek-specific use cases, prerequisites, risks, measurement options, and responsible adoption considerations.
 - b) Conducting a Sales Technology Experience Audit to evaluate whether Pyrotek sales tools are modern, intuitive, connected, and aligned with actual seller workflows. Review Sales Tools and other approved applications such as the Budget Tool; test usability, navigation, clicks, features, duplicate work, and information availability; compare relevant capabilities with other platforms in the market; and gather feedback from representative sellers and managers.
 - c) Analyzing available usage data, survey results, market research, application test results, user feedback, and workflow observations to identify patterns and support evidence-based recommendations.
 - d) Creating clear project documentation, status updates, application inventories, process notes, usability findings, test scripts, comparison summaries, decision logs, and recommendation materials that can be understood and reused by business stakeholders.
 - e) Planning work with defined milestones and deliverables, communicating progress and risks, and producing a clear next step from project meetings and reviews.
 - f) Assisting in preparing and delivering a final recommendation presentation or narrative report that summarizes project objectives, methodology, findings, measurable outcomes, limitations, and recommended actions. The final deliverable should include a phased roadmap for improving current sales applications and advancing responsible AI use in Sales.
- 3) Perform project work for assigned area and/or scope of work, and present related information to corresponding stakeholders for intended **project outcomes**:
 - a) A practical assessment of AI capabilities and Pyrotek sales use cases including where value is credible, how value could be measured, what prerequisites and risks exist, and what responsible adoption could look like over a two-to-three-year horizon.
 - b) A user-centered Sales Technology Experience Audit identifying what is and is not working well in current sales applications, supported by usability testing, representative user feedback, relevant market comparisons, and practical modernization recommendations.
 - c) A tested, organized, and better-governed Copilot prompt library supported by documented test scenarios, results, and improvement recommendations.
 - d) A final recommendation presentation that documents the work completed, evidence gathered, key findings, limitations, and a phased roadmap for improving sales tools, workflows, data, training, and AI readiness.



- 4) Promote positive employee and customer relations by supporting Pyrotek's commitment to a working environment of tolerance, acceptance, and civility. Respond appropriately to inquiries, concerns, and complaints by being professional, courteous, and respectful at all times.
- 5) Maintain regular, consistent, reliable, punctual, and predictable attendance, as required to achieve internal and external customer satisfaction.
- 6) Actively and positively participate in problem resolution, demonstrating constructive communication, timely response, and effective resolution skills. Work effectively within team environments both within your department and across the organization.
- 7) Cooperate and comply fully with all Pyrotek policies and procedures. Actively support and follow the Pyrotek Safety Program.
- 8) Actively support compliance with all relevant ISO management system standards related to department(s) for which service is provided.
- 9) Participate in company/department meetings, training activities, continuing education programs and other associated activities.
- 10) Consistently promote and communicate Pyrotek's core values through work performance and excellent customer service.
- 11) Perform other tasks as assigned.

PHYSICAL/SENSORY REQUIREMENTS

The following physical activities described here are representative of those required by a Team Member to perform the essential functions of this position. Reasonable accommodation, if feasible, will be made to enable individuals with disabilities to perform the functions of position.

Must be able to sit and stand for long periods-of-time, bend and reach, use stairs, lift up to 25 pounds occasionally and communicate effectively in English by telephone, in person, and in writing. Effectively use a personal computer, office equipment, and telephone.

WORKING ENVIRONMENT

Generally, work within an office environment. While/if granted permission to work remotely, must establish and maintain a dedicated, distraction-free home office environment that supports productivity and confidentiality, and must maintain reliable connectivity for business purposes.

Team Member's Signature

Date