

# **The International Potato Center (CIP)**

## **CIP-China Center for Asia Pacific (CCCAP)**

**Zhongguancun, Beijing, P.R. China**

### **Seeks Summer Intern with Business Planning Experience**

#### **Business Plan Requirements**

- Draft business plan for CIP management review, due September 1st**
- Business Plan (summary info & data) will be provided to Ministry of Agriculture and National Development Reform Commission (NDRC) for government funding proposal and approval (expected by October / November 2014)**
- Expected components for Business Plan – see attached Business Plan Outline**

**Will have own workstation at CIP office, but can also work from home**

**Some reimbursement for transportation and living expenses is possible, as is short-term visa invitation letter.**

#### **Requirements for summer intern:**

- Experience putting together a business plan and basic knowledge of Excel, financial analysis, etc.**
- Good Chinese and English language skills;**
- Self-starter / independent problem-solver**
- Basic understanding of China culture, history and geography**
- Quick learner on basics of our organization, mission and strategy**
- Requires contact with Chinese professionals & government organizations**
- Supervision by Jim Gradoville, CCCAP Deputy Director, Notre Dame Class of 1976 and member, Notre Dame Alumni Association Board of Directors**

**CONTACT: [j.gradoville@cgiar.org](mailto:j.gradoville@cgiar.org) +86 10 6210-9386**