### POSITION DESCRIPTION



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| **TITLE:**   | Strategy / Internal Consulting Intern | **JOB CODE:** |  |
| **DEPT #:** | Strategy / Internal Consulting | **GRADE:** | 1 |
| **REPORTS TO (TITLE):** | Senior Director | **EXEMPT/****NON-EXEMPT:** | Non- Exempt |
|  |  | **LOCATION:** | Corporate |

**GENERAL PURPOSE:**

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| As a Strategy / Internal Consulting Intern at Ross you will have the opportunity to experience the world of off-price retail, be a part of a growing Fortune 500 company, and join a distinctive bi-coastal team primarily populated by former consultants from top-tier firms (Bain, BCG, McKinsey and others). This position is based in Dublin, California at our corporate headquarters. This internship prepares students for a potential career at Ross, allowing them insight into the daily responsibilities of the full-time Strategy / Internal Consulting Associate Analyst position.The Strategy / Internal Consulting Intern will be exposed to multiple areas of the business, gain project management experience, and learn new software. He / she will be expected to work on several projects during the internship, working with different members of the Strategy / Internal Consulting team.The ideal Intern candidate for the Strategy / Internal Consulting team will have an interest in management consulting and business strategy and will possess the following skills:* Intellectual curiosity (candidate proactively pursues learning opportunities)
* A clear understanding of basic business, financial, statistical, and economic concepts
* Strong analytical and problem-solving skills
* Strong written and oral communication skills
* Able to work effectively both individually and as a member of a team

At Ross, the Strategy group addresses significant strategic issues for the company and serves two main functions:1. **“Internal consulting”**: Strategy supports other departments on projects where they do not have either the capacity or the analytical capabilities to do the work themselves. Strategy’s role includes managing cross-functional teams, breaking down complex problems, and communicating with executives.
2. **Business strategy**: Strategy is responsible for analyzing the external environment (competitors, consumer preferences, and the economy) in an effort to develop long-term strategic growth options and competitive responses to industry forces.

Examples of possible projects include:* **Business performance drivers** – Analyze various performance metrics (often at the store level) including sales, transactions, and inventory
* **Cross-functional initiatives** – Collaborate with other departments such as Supply Chain, Marketing, Finance, HR, Merchandising, Property Development to identify opportunities and drive results for key executive-level priorities.

**Consumer research** – Conduct and analyze quantitative and qualitative consumer research in order to better understand our customers’ attitudes and behavior (e.g. which product categories are most important to shoppers, how do customers view Ross vs. our competitors)Ross Stores, Inc. is an S&P 500, Fortune 500, and Nasdaq 100 (ROST) company headquartered in Dublin, California, with 2018 revenues of $15 billion. The Company operates Ross Dress for Less (“Ross”), the largest off-price apparel and home fashion chain in the United States with 1,480 locations in 38 states, the District of Columbia, and Guam. Ross offers first-quality, in-season, name brand and designer apparel, accessories, footwear, and home fashions for the entire family at everyday savings of 20% to 60% off department and specialty store regular prices. The Company also operates 237 dd’s DISCOUNTS stores in 18 states. |

**INTERN PROGRAM OUTLINE:**

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| The Ross Intern program is a 10-week full-time program (40 hours per week) for college level Juniors, starting in early June and ending mid-August. The Intern Program will cover training on project related responsibilities, ownership of a department related project as well as exposure to senior leadership and other departments within Ross corporate. The main component of the internship will be to analyze a business project within your department while participating in daily department activities. Interns will be expected to present a final project analysis and presentation to senior management and fellow interns. |

**COMPETENCIES:**

List 4-8 competencies for the position.

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| Problem Solving | Communication |
| Learning on the Fly | Time Management |
| Integrity | Teamwork |
| Collaboration | Drive for Results |

**QUALIFICATIONS AND SPECIAL SKILLS REQUIRED:**

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| * Must currently be enrolled in 4-year college degree program; must currently be in Junior standing with expected graduation between December 2020 and August 2021
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| * MS Office with strong practical application of Excel skills
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| * Ability to demonstrate use of PowerPoint skills
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| * Strong analytical skills with spreadsheet applications
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| * Strong written and verbal communication skills
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| * Able to work in a fast paced environment
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| * Organized and detail-oriented
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| * Retail experience is a plus, but not necessary
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**PHYSICAL REQUIREMENTS/ADA:**

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| * Requirements: Consistent timeliness and regular attendance.  Job requires ability to work in an office environment, primarily on a computer.  The job also requires sitting, standing, walking, talking on the telephone, attending in-person meetings, typing, and working with paper/files, etc.
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| * Occasional Requirements:  Job occasionally requires bending, kneeling, reaching, and lifting up to 10 pounds.
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| * May also require occasional driving and/or traveling overnight for business functions or site visits.
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| * Vision requirements: Ability to see information in print and/or electronically.
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**DISCLAIMER**

This position description is a summary of the primary duties and responsibilities of the job and position. It is not intended to be a comprehensive or all-inclusive listing of duties and responsibilities. Contents are subject to change at management’s discretion.

Ross is an equal employment opportunity employer. We consider individuals for employment or promotion according to their skills, abilities and experience. We believe that it is an essential part of the Company’s overall commitment to attract, hire and develop a strong, talented and diverse workforce. Ross is committed to complying with all applicable laws prohibiting discrimination based on race, color, religious creed, age, national origin, ancestry, physical, mental or developmental disability, sex (which includes pregnancy, childbirth, breastfeeding and medical conditions related to pregnancy, childbirth or breastfeeding), veteran status, military status, marital or registered domestic partnership status, medical condition (including cancer or genetic characteristics), genetic information, gender, gender identity, gender expression, sexual orientation, as well as any other category protected by federal, state or local laws.