

INTERNSHIP SPOTLIGHT

Adali Deiss



Graduation Year: Spring 2019

Semester & Year of Internship: Spring 2019

Major: Management

Minor: Psychology

Hometown: Cranberry Township, PA

Hobbies: Sports & Activities, Video Games, Outdoor Adventures, Watching Movies

Campus Activities: Community Assistant, Peer Leader, GEM

(Greensburg Experience More), SAB (Student Activities Board), RSC (Resident Student Council)

Future Plans/Career Goals: Masters Program in Human Resources

- **Internship (company/your title):**
Senior Helpers—Human Resources Intern
- **How did you find your internship?**
Kristen Stratton (Internship Coordinator/Career Services) gave me the contact information.
- **What were your duties?**
 - Perform phone screening for active and passive caregiver applicants
 - Perform reference checks
 - Plan and implement the Spring Training for all caregivers
 - File outstanding papers and new files
 - Data Entry
 - Assist with the Senior Helpers Annual Wii Bowling Tournament
 - Assemble packets and folders
 - Develop a recruiting campaign for the Summer Internship position
 - Create a flyer regarding Senior Helpers Aflac roll-out for caregivers
 - Assist with any other duties as assigned
- **How many hours per week were you at your internship site?**
12 Hours
- **What did you enjoy most about your internship?**
I enjoyed getting so many new experiences in the HR field. I learned so much because of how much I was trusted by the staff. They were all so helpful and supportive.
- **What was the most difficult aspect of the internship?**
The most difficult aspect for me was that I couldn't work on stuff outside of the internship. This is something that I do for my clubs and activities, and I understand it is something that I have to get used to not doing. It was weird for a long time.
- **How did your experience at UPG and in the Management department prepare you for your internship?**
Honestly, the internship helped prepare me! I was retaking the HR class at the same time as the internship, and I would often times learn about certain things after I have actually experienced them, which made me more interested in the class. On the reverse side, If I had taken the class before, I would have been more prepared for the internship.
- **How has your internship prepared you for a career?**

I learned so much in the HR field that will prepare me for a future career in the field. From little things such as compliance and making phone calls to training programs and interviewing.

- **What recommendations do you have for other students about doing an internship?**

Ask questions and have fun. Build a good relationship with your co-workers and boss. They will provide you with so much knowledge and advice.

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