sentient.io
NATURALLY INTELLIGENT

JOB DESCRIPTION	
Position	Product Management Associate/Intern
Department	Product Management
Reporting To	Product Director
Subordinate(s)	--
Shift(s)	--

The intern will be based under the Product Management function of the Company, tasked to partner the Product Director on key projects to provide a superior user experience through simple and succinct copywriting and intuitive user journeys to increase user delight and lower user friction.

DUTIES & RESPONSIBILITIES

1. Provide copywriting for the various documentations required on the platform, including but not limited to:

   - Sentient's AI and Data Platform's detailed documentation for individual microservices - Internal platform documentation
   - User support knowledge base articles

   The copywriting is expected to be succinct, simple-to-understand and consistent across similar pages.

2. Assist the Product Director in product research, including but not limited to:

   - product features
   - user journeys
   - comparison studies

3. Assist the Product Director in product development operations such as sprint management, product testing, new demo app requirements and translation of user feedback into features.

4. Partake in any other projects and/or tasks assigned as required, which may include:

   - Marketing campaigns (e.g. hackathons) that involves product feature adaptation or copywriting changes
   - Growth hacking or user acquisition efforts which requires feature changes

LEARNING OUTCOMES & OBJECTIVES

1. Develop familiarity with the A.I. Technology sector and its players from a product/platform perspective

2. Understand overall product management lifecycle as well as more granular operations, such as monthly sprints and testing

3. Understand how product development integrates with product marketing efforts and how the two work hand-in-hand

4. Learn how to gathering, understanding and interpreting user requirements and how this translates to new features to provide a more superior user experience

5. Learn to write documentation that is user-friendly, intuitive and direct.

6. Experience being part of a dynamic, fast-moving start-up

ARCHETYPES OF THE SUCCESSFUL CANDIDATE

1. Good tertiary education in Computer Science, Computer Engineering, Marketing and/or related fields

2. Strong linguistic skills in both written and spoken English

3. Excellent communication skills

4. A meticulous self-starter who is exceptionally organized

5. Adaptable and able to thrive in a fast-moving environment

6. Familiarity with technology solutions and technical terms is a plus

7. Able to commit to the position for a minimum of 4 months