

# Career Paths



A Job Posting System for Employees of Davol Inc.

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**Department:** Human Resources  
**Job Title:** Communications Intern

**Posting Date:** January 23, 2009  
**Position Level:** Non-Paid Internship

**Davol Inc.**, a subsidiary of C. R. Bard, Inc., located in Warwick, Rhode Island, is a leading developer, manufacturer, and marketer of innovative, life-enhancing medical technologies. We focus our business on key surgical specialties, including Soft Tissue Repair, Surgical Fixation, Biomaterials and Orthopaedic/Wound Management Irrigation.

Our company has a strong tradition of developing our employees to learn, grow and excel. We are continually building our team with qualified, team oriented individuals to enhance the success of our company.

## **Description:**

Under the leadership and direction of the Sr. Human Resources Generalist, this internship will offer the opportunity to be exposed to a medical device company and assist in the areas of company communications which include the internal website and internal Davol newsletters.

## **Duties Include:**

- Update and design the internal Davol Intranet site utilizing Frontpage software
- Assist in the writing and research of internal company newsletters writing about Davol products and company initiatives
- Assist with the communication and logistics of internal company events.

## **Minimum Requirements:**

- Understanding of webpage design and software
- Excellent writing and communication skills
- Strong organizational skills

## **How to apply:**

If you are interested in the above unpaid internship opportunity and consider yourself qualified, please contact Laurie McGlone at (401) 825-8433 and send a resume and letter of interest to: [Laurie.mcglone@crbard.com](mailto:Laurie.mcglone@crbard.com)