



<b>Host Employer:</b>	Royal Plaza on Scotts
<b>Internship Position:</b>	Founder's Associate
<b>Industry</b>	Technology
<b>Department:</b>	Strategic and Partnership
<b>Duration:</b>	Between early May to end Aug (minimum 10 weeks internship)
<b>Internship Location:</b>	Singapore
<b>Job Code:</b>	A176d
<b>Company Website:</b>	<a href="https://farmio.io/en/">https://farmio.io/en/</a>

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Farmio is a technology-driven service company dedicated to revolutionizing the food industry across Asia. We empower food business suppliers and retailers by providing the tools and automation technology they need to embrace digital transformation. With operations in Singapore and Hong Kong, Farmio is at the forefront of integrating technology into the food supply chain.

### **Job Summary**

This position offers a unique opportunity to gain hands-on experience in strategic planning and cross-functional business operations. As the Strategic Partnership Intern, you will work closely with the founders and senior leadership to drive key initiatives, build partnerships, and streamline processes that contribute to Farmio's growth. You will play a pivotal role in researching market opportunities, improving business workflows, and managing communication across departments. This role is ideal for individuals with a problem-solving mindset, strong organizational skills, and a desire to make a meaningful impact in a fast-paced startup environment.

### **Related Disciplines**

FB, FH

### **Key Duties and Responsibilities**

1. Design and execute a comprehensive strategic partnership plan aligned with company growth objectives.
2. Identify key potential partners within the food industry (e.g., suppliers, distributors, retailers, food service operators) that align with our business goals.
3. Establish and maintain strong relationships with key partners to foster mutually beneficial partnerships.
4. Negotiate and execute partnership agreements, ensuring favorable terms for the company.
5. Collaborate with the sales team to develop scalable sales strategies that leverage partnerships to expand market reach and drive revenue growth.
6. Design joint marketing and sales initiatives with partners to increase visibility, customer acquisition, and retention.
7. Identify emerging trends and potential new partnership opportunities to enhance business growth.
8. Serve as the key point of contact for all strategic partnerships, managing communications and ensuring alignment with the company's goals.
9. Lead partnership-related initiatives, managing internal and external stakeholders to ensure successful execution.

**Essential Attributes:**

1. Currently pursuing or recently completed a degree in business administration, economics, operations management, or a related field.
2. Proficiency in Microsoft Office (Word, Excel, PowerPoint) and project management tools like Trello, or Notion.
3. Strong research and analytical skills to gather and interpret business data effectively.
4. Excellent verbal and written communication skills in English; proficiency in additional languages is a plus.
5. Ability to work independently, prioritize tasks, and meet deadlines in a dynamic environment.
6. Problem-solving mindset with a proactive approach to addressing operational or strategic challenges.
7. High level of professionalism, reliability, and discretion when working on sensitive or high-stakes projects.
8. Interest or background in startups, entrepreneurship, or cross-functional business operations.

**Desirable Attributes:**

1. Strategic Thinking: Ability to view business challenges from a high-level perspective and develop long-term solutions.
2. Problem-Solving Mindset: Initiative in addressing cross-departmental challenges and proposing efficient solutions.
3. Communication Skills: Strong interpersonal and presentation skills to engage with senior leaders and stakeholders effectively.
4. Adaptability: Willingness to manage varied tasks and adjust to shifting priorities across departments.
5. Professionalism: Demonstrates maturity, reliability, and a proactive approach to managing responsibilities.

**Language Requirements**

English (Spoken), Mandarin (Spoken), English (Written), Mandarin (Written)

**Working Days and Working Hours**

5 days a week, Monday to Friday, Working hours 9:30-6:30 with 1 hour lunch break

**Benefits provided, if applicable**

Mentorship Program, Collaborate with a diverse team across 7 countries, bringing global perspectives to every project, Happy hour time, with games mingling with team members from multiple countries, and Connect with SEA Industry Leaders. The opportunity to work in Singapore.