

Transport & Distribution Intern

Role & team overview

Transport Control Tower, currently made up of almost 40 team members, grouped into regions, are dedicated to provide services for the Local Supply Chain Organization and Integrated Supply Chain entity, performing end-to-end transport and distribution related processes. The Transport Control Tower department plays an important role in the shipping and receiving processes, indirectly contributing to warehouse activities to ensure a high level of customer service.

What you'll be doing

- Processing transport orders coming from customers;
- Responding to routine customer enquiries concerning service ordered;
- Maintaining communication on a daily basis with customers and take action in order to respond on their needs;
- Tracking the status of orders in the Transport Management System;
- Preparing and monitoring performance appraisal indicators (KPI), describing service level for customers being in charge of, provide appropriate data required for a final KPIs generation and KPI's regularly review;
- Creating and maintaining relationships on operational level between Transport Control Tower members and customers;
- Variety of tools like: TMS, SAP, SharePoint, BI, Office 365.

We are looking for colleagues who:

- Speak English very well (min. B2 level)
- Have a team work approach
- Are available to work 20-40 hours per week
- Have a proficiency in MS Office
- Have strong organizational skills, dedication and accuracy
- Enjoy international environment and are team players
- Are open-minded, enthusiastic and responsible
- Quickly put ideas into actions

What you can expect

- 6 months of paid internship with a chance of extension
- English as a main internal communication language
- Attractive salary & internship plan tailored to your skills and talents
- Flexible working hours
- Possibility to gain business knowledge and practical skills in international, diverse teams
- Cooperation with top class professionals during every day work and trainings
- Convenient location right in the heart of the vibrant city
- Amazing events, e.g. after work beer events

Click [here](#) to apply for the Transport & Distribution Intern position.

We read applications continuously and vacancies may be filled anytime. We look forward to receive your application.