

E-COMMERCE BUSINESS SUPPORT TRAINEE
(internship in business / e-commerce, start: Sep. 2021)

Location: Bratislava, Slovakia

Start: September 2021

Duration: 5 months minimum

Working language: English

This internship is a part of the Placement Slovakia program organizing professional internships for foreign higher education students in Slovakia within Erasmus+ program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement for traineeships, provided by their higher education institution covering the whole internship period.

Company profile:

This traineeship is in a Slovak Business Center of a global Fortune 500 company, the number one PC vendor worldwide and leader in providing innovative consumer, commercial and enterprise technologies. Serving customers in more than 160 countries, Its product lines include a full range of commercial and consumer PCs, servers and workstations, and a family of mobile internet devices including smartphones and tablets. The company is located in modern offices in a wide center of Bratislava, with over 500 employees.

Position description:

This is an exciting opportunity to take on challenging real-life projects and initiate an exciting career in the IT sector. You will join our Online SMB Sales team in in order to provide general support in a variety of tasks.

Programs and projects you may focus on, but will not be limited to:

- Optimizing processes and implementing a new CRM for our customer and Sales Representatives within EMEA region
- Support execution of outbound campaigns via SMB Inside Sales team
- Support Program Coordinator to increase registrations and the number of active buyers
- Track and report on key metrics and use problem-solving skills to logically structure ambiguous problems, identify sources of data, conduct analysis, derive key insights and deliver recommendations

Qualifications:

- Excellent verbal and written communication skills in English
- Excellent data analysis capacity
- Excel proficiency
- Ability to work on your own and within a teams
- Flexibility and ability to multi-task
- Passion for technology

Knowledge and skills the trainee can learn during the internship:

- project management
- communication skills and negotiation skills
- working with SAP
- technical skills concerning data management

Benefits:

- Free accommodation provided,
- Lunch allowance
- Professional training courses
- Possibility to get a Full- time employment offer after the internship
- Support by our team before and during the internship

Interested candidates please apply by submitting [an online application form](#) at www.placementslovakia.com

BUSINESS SUPPORT TRAINEE
(Internship in Business, Start: Sep. 2021)

Location: Bratislava, Slovakia

Start: September 2021

Duration: 5 months minimum

Working language: English

This internship is a part of the Placement Slovakia program organizing professional internships for foreign higher education students in Slovakia within Erasmus+ program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement for traineeships, provided by their higher education institution covering the whole internship period.

Company profile:

This internship would be for a successful Slovak start-up company which is operating internationally as an online yacht search offering more than 8500 yachts in 330+ destinations worldwide. The company provides an opportunity to work with the young international team of committed people having one common goal in mind - satisfied customer.

Position description:

- Day-to-day pro-active communication with partners in your region by telephone.
- Building productive relationships with partners to ensure that they offer the best availability and pricing conditions;
- First point of contact for partners, answering questions and queries, taking action as needed;
- Providing support to yacht owners in building the webpage for yachts and/or maintaining yachts information on the website;
- Verifying that the website has accurate information on yachts and pictures
- Delivering training by phone to new and or existing yacht owners on how to use extranet and availability system;
- Conducting daily/weekly rate and availability checks on various platforms;
- Assisting in the preparation of market visits, operational planning and projects;
- Supporting Customer Service, assisting in additional tasks and projects when needed;

Qualifications:

- Fluent English
- Passion in business and communication
- Competent computer skills,
- Team player, motivated and enjoys to work in e-travel and hospitality;

Knowledge and skills the trainee can learn during the internship:

This traineeship is an excellent opportunity to working in young, international and motivated team on the same boat. Communicating for impact. Seeing results and impact of daily job. Being part of fast paced company and contribute to the team goals.

Benefits:

- Free accommodation provided,
- Possibility to get a Full- time employment offer after the traineeship
- Standard support by our team.

Interested candidates please apply by submitting [an online application form](#) at www.placementslovakia.com

SALES CONSULTANT TRAINEE
(internship in sales & logistics, start Sep. 2021)

Location: Bratislava, Slovakia

Start: September 2021

Duration: 5 months minimum

Working language: English/French or English/Spanish

This internship is a part of the Placement Slovakia program organizing professional internships for foreign higher education students in Slovakia within Erasmus+ program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement for traineeships, provided by their higher education institution covering the whole internship period.

Company profile:

This position is for an international logistics startup size company specializing in emergency freight solutions for the industry with headquarters in France. It offers premium logistics services such as air charter, on board courier, priority freight worldwide. Moreover, the primary goal is to be recognized as a unique problem solver when a customer meet a critical situation. Slovak branch has been recently set up with a small team and is ready to be developed.

Position description:

After an internal training, your mission will consist in contacting new industrial customers, introducing them our solutions in order to promote our services.

Responsibilities will include:

- looking for new industrial clients (B to B calls),
- following up via personalised emails, regular update calls, newsletter and marketing campaigns.
- participating in the organization of transport operations (with guidance),
- writing/translating articles in your native language for the website, blogs and brochures.

Qualifications:

- Higher Education Student/graduate
- Spanish or French native language is a must have.
- English: intermediate level as a minimum (in order to communicate with the team)
- positive attitude: willing to improve the customer satisfaction & experience
- sales and marketing sensibility
- strong attention to details
- familiarity with editing and design software (e.g. Photoshop, InDesign) is a plus.
- no logistics skills are required.

Knowledge and skills the trainee can learn during the internship:

Being in a small team (new office being launched in Bratislava) you will be working closely with your manager and colleagues and get a firsthand view of many aspects of the business development. You will get various experiences and broaden your skill set. Regarding sales skills, you will learn how to address to B to B customers in the industrial sector. You will boost your self-confidence when speaking to any type of customer from junior profile to executive manager level.

Benefits:

- Free accommodation provided,
- Possibility to get a Full- time employment offer after the internship
- Support by our team before and during the internship

Interested candidates please apply by submitting [an online application form](https://www.placementslovakia.com) at www.placementslovakia.com

FINANCE TRAINEE
(Internships in finance sector, Start: Flexible 2021)

Location: Bratislava, Slovakia

Start: Flexible 2021

Duration: 5 months minimum

Working language: English

This internship is a part of the Placement Slovakia program organizing professional internships for foreign higher education students in Slovakia within Erasmus+ program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement for traineeships, provided by their higher education institution covering the whole internship period.

Company profile:

We are preparing several internship positions in the field of Finance with the start from September 2021 in Bratislava based branches of the top international companies including Big Four accounting firms and Global Business centers.

Position description:

Trainees will be part of a teams within the following possible departments :

- Finance Support
- Tax Analyst
- Audit
- Accounting
- Accounts payable and Invoicing
- Finance analysis, Financial reporting

Qualifications:

- Higher Education Student/graduate in finance, accounting or economics
- English speaker (B2 level or higher)
- Advanced MS Excel skills

Knowledge and skills the trainee can learn during the internship:

These internships offer a great opportunity to get professional experience and professional training in an international companies, cooperating on complex tasks in a multicultural environment. After the successful internship you can get a job offer in Slovakia or other countries within the company network.

Benefits:

- Free accommodation provided,
- Lunch allowance
- Professional training courses
- Possibility to get a Full- time employment offer after the internship
- Support by our team before and during the internship

Interested candidates please apply by submitting [an online application form](http://www.placementslovakia.com) at www.placementslovakia.com

We look forward to hearing from you!