



People · Professionalism · Partnership

## INTERNSHIP BUSINESS PROCESS MANAGEMENT 60-100%

5-6 MONTHS | GLATTBRUGG

### LOOKING FOR A NEW CHALLENGE?

If you are looking for a challenge in a rapid environment in the aviation services industry and are motivated to work in a multicultural company and a position that allows you to put your ideas into practice, this will be an excellent opportunity for you.

[www.swissport.com/careers](http://www.swissport.com/careers)

Nadja Romer  
Swissport International Ltd.  
Corporate Human Resources

### MAIN RESPONSIBILITIES

- Process analysis and modelling of current business processes in support functions (Finance, Procurement, etc.)
- Organization of business process workshops
- Visualization of business processes
- Support in further development of our end-to-end business process management platform & tools
- Standardization of working templates and creation of new templates
- Support process standardization & optimization projects

### YOUR PROFILE

- Studies in Business Administration, Business Informatics, Supply Chain Management / Operations or similar
- Completed Bachelor studies or within Master studies
- Knowledge in Business Process Management or relevant first work experience is an advantage
- Knowledge in process visualization (like Visio) is an advantage
- Logical thinking and analytical skills combined with good communication skills
- Fluent in English, German is a plus
- Available as of mid-March

Interested in joining our team? If so, we look forward to receiving your full application (motivation letter, CV, references, certificates) to [hqi.hrm@swissport.com](mailto:hqi.hrm@swissport.com)