



Fachpraktikum/Internship

Datum/Posted: July 26, 2010
PP Code: 0107-js11522

Fachgebiet(e)/ industry: Marketing/Media

Internship Title: Online Marketing Assistant/Intern

Land / country: Australia

Beginn / Propose start date: as available

Zeitraum von-bis/ time span from-to: 12 weeks

Ort/ location: Melbourne

Arbeitsangebot/ job description:

This work experience focuses on online/internet Marketing processes and allows the intern to experience a hands-on Marketing internship with industry professionals. An upper-intermediate level of MS Office program experience is highly advantageous.

You will be able to learn about online advertising/sales and marketing strategies, mainly focusing on online service websites, online-market research and much more.

Arbeitszeit/ hours: no info

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: 1-2 years study in Marketing or relevant field

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: upper intermediate computer skills



Fachpraktikum/Internship

Datum/Posted: July 26, 2010
PP Code: 0207-hw6911

Fachgebiet(e)/ industry: Marketing

Internship Title: Creative internship position

Land / country: Australia

Beginn / Propose start date: as available

Zeitraum von-bis/ time span from-to: 12 weeks

Ort/ location: Melbourne

Arbeitsangebot/ job description: Although the day to day work will vary, most will center on product management, research for new business development initiatives, creative pitches, presentation development for retail, creative and brand approvals, licensee and promotional partner pitches and online/ecommerce projects.

Arbeitszeit/ hours: no info

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies in Design (this can include graphic design, product design, visual merchandising and desktop publishing)

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: Be able to use the following software programs: Adobe creative suite (photoshop; Illustrator and InDesign)

Fachpraktikum/Internship

Datum/Posted: July 26, 2010
PP Code: 0307-js92294

Fachgebiet(e)/ industry: Journalism

Internship Title: Journalism Intern

Land / country: Australia

Beginn / Propose start date: as available

Zeitraum von-bis/ time span from-to: 12 weeks

Ort/ location: Sydney

Arbeitsangebot/ job description: Women's online magazine; "hands-on" internship; gain practical experience and be mentored along the way; room for the creative work of writing your own column. Activities for the intern: research articles, writing articles, preparing for publishing, press release preparation, newsletter content writing and preparation, image preparation, research an preparation of general online content

Arbeitszeit/ hours: no info

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: 1-2 years study in Marketing or relevant field

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: upper-intermediate computer skills of advantage (Excel/Word/Outlook)



Fachpraktikum/Internship

Datum/Posted: July 26, 2010
PP Code: 0407-ch4533

Fachgebiet(e)/ industry: Market Research

Internship Title: Research Project Developer

Land / country: Australia

Beginn / Propose start date: as available

Zeitraum von-bis/ time span from-to: flexible duration

Ort/ location: Sydney

Arbeitsangebot/ job description: The intern will assist with projects to gain an understanding of market research industry in Australia. Administration work is also included.

Arbeitszeit/ hours: no info

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: Marketing research related studies, at least 1 year as per PPA requirements

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: July 26, 2010
PP Code: 0507-hg97519

Fachgebiet(e) / industry: Marketing / Entertainment

Internship Title: Marketing Intern

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 - 26 weeks

Beginn / Propose start date: no info

Ort/ location: Melbourne

Arbeitsangebot/ job description: The intern would work on projects across the areas of Softlines, Hardlines, FMCG/promotions, marketing, PR, Creative and Retail. This would include research, building presentations, and general sales support. The intern will get an in-depth knowledge of the fast-paced world of the entertainment consumer products licensing industry.

Arbeitszeit/ hours: no info

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 0101-eg36732

Fachgebiet(e)/ industry: Publishing

Internship Title: Business Administration / Marketing

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks; start date: ongoing

Ort/ location: Sydney

Arbeitsangebot/ job description: Intern will be assisting with distribution of all current publications and services. This includes national distribution database, point of sale and locating new distribution points. Responsibilities: (1)Coordinate distribution of our publications; (2)Locate new distribution points in Sydney and nationally; Liaise with customers regarding point of sale and database Management; (3)Administration assistance as required. Intern will learn a great deal about developing small business management techniques. He/she will understand the concept of multitasking in the Australian Business Environment. His/her English will improve extremely quickly and develop his/her personal skills whilst living in a foreign country and working in a business environment.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info

Fachpraktikum/Internship

Datum/Posted: Januray 14, 2010
PP Code: 0201eg 82678

Fachgebiet(e)/ industry: Consulting

Internship Title: Business Administration

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks; start date: ongoing

Ort/ location: Sydney

Arbeitsangebot/ job description:

Administrative & general support duties: Administrative support for marketing campaigns; Market research; Liaising with other staff and offices; Using computer software, analysing and updating information, and compiling results; Filing

Applicant development: English language from interacting with staff, understanding of business and process, access to corporate training films

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 0301-eg88556

Fachgebiet(e)/ industry: Consulting

Internship Title: Business Administration

Land / country: Australia

Zeitraum von-bis / time span from-to: 12 weeks

Beginn / Propose start date: ongoing

Ort / location: Sydney

Arbeitsangebot/ job description:

Administrative assistance and support in the areas of Human resources, Recruitment and Marketing

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 0401-eg34362

Fachgebiet(e)/ industry: Travel & Tourism

Internship Title: Business Administration and Reservation

Land / country: Australia

Zeitraum von-bis/ time span from-to: at least 8 weeks

Beginn / Propose start date: 02-08-2009

Ort/ location: Sydney, Bondi

Arbeitsangebot/ job description: A business Administration role which will involve making reservation for clients. It is a Tourism Administration position that involves the organisation of trips around Australia.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 0501-hg12755

Fachgebiet(e)/ industry: Telecommunications

Internship Title: Business Admin

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks

Beginn / Propose start date: 01-08-2009

Ort/ location: Collins St, Melbourne, Vic

Arbeitsangebot/ job description: Lead a complex project consolidating account records for a key client in telecommunication; Responsible for the administration, management and maintenance of a key supplier which will be billing in the region of \$ 6,000,000 per annum – Champion the customer in the provision an maintenance management third party services; Liaise with customers an suppliers as necessary to obtain key information and share findings; Responsible for implementing and structuring new process flows and handing over/ training a support assistant upon internship finalisation.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: Conversant in Excel, Word, and Power Point; Good communication skills; Good team working skills



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 0601-eg7997

Fachgebiet(e) / industry: Business Administration

Internship Title: Office Support / Trainee Retoucher

Land / country: Australia

Zeitraum von-bis/ time span from-to: 8 weeks

Beginn / Propose start date: ongoing

Ort/ location: Crows Nest, Sydney

Arbeitsangebot/ job description: To assist our production studio with day-to-day office support, inbound telephone bookings and customer service requirements; For the right candidate, there is also the opportunity to develop experience retouching real estate properties and / or other subjects such as Portraits, Product etc.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 0701-eg9568

Fachgebiet(e)/ industry: Insurance

Internship Title: Human Resources Work Experience

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks

Beginn / Propose start date: ongoing

Ort/ location: Sydney

Arbeitsangebot/ job description: The primary responsibility of this role is to experience a cross-section of HR type work / projects. Responsibilities may include:
Assist the recruitment of new hires; Assist the HR Representative in preparing for staff training programs within Australia; Assist in the preparation of the Equal Opportunities for Women in the Workforce annual report; Update information in CHRIS, the HR information system; Assist in the development, introduction and delivery of any initiatives and policies that are a result of the new HR strategies; Ensure that the workplace is safe and without risk to health including assisting in conducting and documenting Workplace Safety Inspections; Complete any other duties or projects requested by the Regional Manager, HR

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 0801-eg4358

Fachgebiet(e)/ industry: Logistics

Internship Title: Human Resource Intern

Land / country: Australia

Zeitraum von-bis / time span from-to: 12 weeks

Beginn / Propose start date: August

Ort / location: Melbourne

Arbeitsangebot/ job description: The company is looking support an internship for a Human Resources student / graduate to assist us in implementing a new Human Resource Information System (HRIS).

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: Minimum 1 year study in Human Resources

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: strong desktop skills (Word, Power Point), basic Excel; Be able to understand and interpret Organisational Structures and Establishment Charts.



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 0901-eg29623

Fachgebiet(e)/ industry: Human Resources

Internship Title: HR Intern

Land / country: Australia

Zeitraum von-bis / time span from-to: 12-16 weeks

Beginn / Propose start date: 21-09-2009

Arbeitszeit/ hours: 9 am – 5 pm

Ort / location: Sydney

Arbeitsangebot/ job description:

Exposure to Human Resource Management
Market research into major hotel groups
Market analysis of tourism industry
Exposure to Recruitment department
Exposure to Training department
Assistance with Marketing projects
Administration Assistance
Internet research

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 1001-eg6182

Fachgebiet(e)/ industry: Human Resources

Internship Title: HR Intern

Land / country: Australia

Zeitraum von-bis / time span from-to: 12-16 weeks

Beginn / Propose start date: ongoing

Ort / location: Sydney

Arbeitsangebot/ job description:

Exposure to Human Resource Management
Market research into major hotel groups
Market analysis of tourism industry
Exposure to Recruitment department
Exposure to Training department
Assistance with Marketing projects

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 1101-hg71935

Fachgebiet(e)/ industry: NPO

Internship Title: Human Resources

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks +

Beginn / Propose start date: 03-08-2009

Ort/ location: Melbourne

Arbeitsangebot/ job description: Assist with the development of HR policies and guidelines. Assist with payroll enquiries; Assist with the development and review of the performance management system; Assist with the recruitment process; Assist with the development of position descriptions, recruitment advertisements; General administrative tasks associated with the recruitment process ie letters of acknowledgement, unsuccessful letters setting up and sitting in on interviews and taking interview notes; A wide and varied introduction to the Human Resource function; Exposure to the strategic components of HR

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 1201-eg57719

Fachgebiet(e)/ industry: Finance

Internship Title: Human Resource Intern

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks

Beginn / Propose start date: ongoing

Ort/ location: Sydney

Arbeitsangebot/ job description: The intern will gain exposure to the operations of the company through both observation and supervised practice; The intern will be exposed to learning and training in the areas of Employee Satisfaction and Customer Satisfaction; Responsibilities: Analysis of employee and customer survey data; Using this data to compile communication and actions to improve both satisfaction levels; Working across the HR team and department; Administration assistance as required

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 1301-eg2713

Fachgebiet(e)/ industry: Marketing

Internship Title: HR / Business Strategy

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks

Beginn / Propose start date: ongoing

Ort/ location: Sydney

Arbeitsangebot/ job description: HR and Business strategy and administration; Assist with a variety of HR administration tasks; Manage the recruitment process and hiring; Work on HR strategy improvements / updates; Contract administration; Sales support; Minute taking; Some filing

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 1401-eg54696

Fachgebiet(e)/ industry: Publishing/Media

Internship Title: Marketing

Land / country: Australia

Zeitraum von-bis / time span from-to: 8 weeks

Beginn / Propose start date: ongoing

Ort / location: Sydney

Arbeitsangebot/ job description:

Intern will gain exposure to the operations through both observation & supervised practice. The internship will entail Re-organising the existing distribution of the national travel magazine. This includes dealing with the existing distributors, finding new locations and ensuring point of sale positioning criteria is met. Locating new distribution points in Sydney for our brochures – bringing it into the 21st century – redesign of brand, developing new website and point of sale material.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: 1 year Marketing studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 1501-el76414

Fachgebiet(e)/ industry: Finance

Internship Title: Financial Analyst and Researcher

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 – 26 weeks

Beginn / Propose start date: 03-08-2009

Ort/ location: Melbourne CBD

Arbeitsangebot/ job description: The role is to assist in the development of a Services Roadmap; We need a bright, proactive and energetic person with the following functional skills: market research and analysis (web-based research essential); Presentation development skills (PowerPoint); Basic financial analysis (strong Excel skills); Technology awareness interest in mobile data and broadband (general awareness is fine); appreciation of what good customer service means

Arbeitszeit/ hours: TBC

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: Degree level or Masters

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: Financial analysis; Presentation skills; web-based research



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 1701-ch8313

Fachgebiet(e)/ industry: Finance

Internship Title: Risk Underwriting and Claims Assistant

Land / country: Australia

Zeitraum von-bis/ time span from-to: Fulltime

Beginn / Propose start date: 02-08-2009

Ort/ location: Sydney

Arbeitsangebot/ job description: To assist the Trade Credit Risk Underwriters and Claims officers with support and back office administration; Tasks include:
Assisting risk underwriters with file preparation; Preparation and consolidation of industry data into complete short industry reports; Involvement with B2F rating of large risks in line with SAP program; Updating of Common Risk System (CRS) in accordance with policy and procedures; Ordering reports from mercantile agencies, Data entry of claims details; Maintaining high work-flow standards as required; General administrative assistance to the Claims officer and Deputy General Manager as required; Other administration duties

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: Strong Computer office and procedure skills



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 1801-fz2599

Fachgebiet(e)/ industry: Finance

Internship Title: Financial Planning Internship

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12-26 weeks

Beginn / Propose start date: 05-10-2009

Ort/ location: Queanbeyan, Canberra, NSW

Arbeitsangebot/ job description: Administration & advice preparation in the Finance & Financial Planning Departments;

Primary responsibilities: Research & Preparation of finance proposal; Lodgement & finalisation of finance application; Client liaison; Financial planning research
Secondary responsibilities: Scanning documents, file notes & other relevant documentation

Applicant development: Development of broad knowledge of knowledge & experience in Finance & Financial planning disciplines; Development & refining client relation skills; Development of a wide range of administrative skills

Arbeitszeit/ hours: full time

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: Finance degree

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: High usage of Microsoft Office tools required



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 1901-hg2938

Fachgebiet(e)/ industry: Graphic Design

Internship Title: Graphic Design

Land / country: Australia

Zeitraum von-bis/ time span from-to: 26 weeks

Beginn / Propose start date: 03-07-2009

Ort/ location: Melbourne

Arbeitsangebot/ job description: Graphic Design; Web Design; html coding preferd

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 2001-hg13122

Fachgebiet(e)/ industry: IT

Internship Title: Digital Designer

Land / country: Australia

Zeitraum von-bis / time span from-to: 12 -20 weeks

Beginn / Propose start date: 24-09-2009

Ort / location: Melbourne

Arbeitsangebot/ job description:

From Digital Design, Marketing & Admin. Helping to redesign Corporate Website-design, coding & maintenance. Redesign corporate presentation templates. Create marketing animations for website. Design logos for products and YouTube movies. Put into practise your skills that will make a difference in a world leading organisation Enhance your skills further in all areas of business.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: Undergraduate in Art or Design

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 2101-hg64589

Fachgebiet(e)/ industry: Retail / Wholesale

Internship Title: Marketing

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks

Beginn / Propose start date: 03-07-2009

Ort/ location: Melbourne

Arbeitsangebot/ job description: To be responsible for increasing awareness of the Table of Plenty brand and increasing customer contact and loyalty and providing better tools to support point of sale and distribution; Plan, manage and implement our new online social networking marketing strategy over a 3 month period; This includes setting up social networking accounts in Facebook, MySpace etc.; Populating these with content and measuring the effectiveness of the content for our customers; Help to write / collate / format content for all the above media and our monthly newsletter; Liaise with various suppliers concerning promotional items, point of sales items etc.; Keep websites updated with special promotions and other updates, General assistance in other marketing tasks such as mail outs, cross promotions, samples etc.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 2201-eg67585

Fachgebiet(e) / industry: Consulting

Internship Title: Marketing Assistant

Land / country: Australia

Zeitraum von-bis / time span from-to: 12 weeks

Beginn / Propose start date: ongoing

Ort / location: Sydney

Arbeitsangebot/ job description: Truly understand the ins and outs of Marketing and what it involves. From the creative brainstorming to the production, through the final result. Plus all the elements required to support them. If you want to learn about Marketing this is the place to learn.

Assisting with Marketing Campaigns, Events & Public Courses; Administration
Assisting both the Marketing Manager and Marketing Coordinator; Maintaining the database;
Dealing with returns from marketing campaigns; Maintaining the website

You will learn how: Marketing Campaigns work; how events work; about the full marketing cycle; about how a website is put together and maintained

The internship has been designed to compliment the intern's studies in Marketing and to assist her in the development of practical skills. The Internship will be conducted under the supervision of industry professionals and training will be provided.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2009
PP Code: 2301-eg45542

Fachgebiet(e)/ industry: Finance

Internship Title: Marketing and Strategic Planning

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks

Beginn / Propose start date: ongoing

Ort/ location: Sydney

Arbeitsangebot/ job description: The intern will facilitate and oversee the implementation, integration and progression of various marketing plans and strategies for TFE; By concentrating on an area that attracts them the most, the benefits of the placement will be two-way:

Marketing: Help carry out the various roles within current marketing strategies, mainly: business case and sponsorship opportunity templates; Create and edit promotional literature; Liaise with sponsors for TFE; Network with other business and prospective clients; Choose and arrange media interviews, and the placement of TFE information in different media and promotional outlets; Improve or enhance current marketing strategies; Assist at public seminars and networking evenings organized by TFE; Help create word-of-mouth; Frame the creation sponsorship e-books; Create and edit various promotional media

Strategy: Brainstorm solutions to challenges; Help investigate international possibilities; Edit and Expand various Business plans

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 2401-eg543

Fachgebiet(e)/ industry: Marketing

Internship Title: Marketing Assistant

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks

Beginn / Propose start date: ongoing

Ort/ location: Kingsford, Sydney

Arbeitsangebot/ job description: Primarily it will be hands on marketing work to be part of taking a growing business to being a flourishing business during this growth phase; Internet marketing tactics being used in a cohesive strategy include social media, article marketing, email newsletter, blog marketing, network marketing and other project specific tasks; There are some website design and development opportunities – depending on skills. Also possible is some graphic design work. Copy writing is a regular activity

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 2501-eg34587

Fachgebiet(e)/ industry: Marketing

Internship Title: Marketing Intern / Marketing Assistant

Land / country: Australia

Zeitraum von-bis/ time span from-to: 8 weeks

Beginn / Propose start date: ongoing

Ort/ location: Sydney, North Bondi

Arbeitsangebot/ job description: The Marketing Assistant will be responsible for: Manage SEA relationship with Reach Local to increase traffic to the website, collate traffic patterns and provide reports to the EP; Manage monthly newsletters including the content, scripting, layout, creative elements as well as track distribution and deliver reports to the EP; develop PR initiatives; Manage and update the blog, twitter and facebook complimenting the three with reach; Increase company exposure on the internet though organic SEO; Research potential clients and new markets for products and services; Design and implement company backgrounders, brochures and display marketing; Work closely with EP on viral video campaigns; Understand and adhere to company procedures whilst developing new marketing procedure

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: computer knowledge particularly online programs, research experience and preferable some level of design, capability using Photoshop or Illustrator

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info

Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 2601-eg51449

Fachgebiet(e)/ industry: Travel & Tourism

Internship Title: Marketing Intern

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks

Beginn / Propose start date: ongoing / April 2009

Ort/ location: Sydney

Arbeitsangebot/ job description: Scope of role: the role has been designed to enhance the intern's existing experience and training in Marketing department and to help formalise his/her business communication skills in a practical environment.
Primary responsibilities: Helping out with our snow tour business and youth tourism business. Office administration tasks, Allocating rooms for our 370snow hotel, Inputting and checking bookings, Participating in some tours

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: Knowledge of the Travel Industry; good organisational skills, good Marketing skills, good interpersonal skills



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 2701-hg53143

Fachgebiet(e)/ industry: Finance

Internship Title: Marketing Coordinator

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks

Beginn / Propose start date: 03-08-2009

Ort/ location: Melbourne

Arbeitsangebot/ job description: Assist in the implementation of marketing strategies and campaigns, incl. information sessions, breakfast, events etc. and the production of reports. Review and update marketing calendar and ensure adherence to marketing calendar. Request and collate marketing artwork via Wizard Business Development Manager ("BDM"). Assist Business Writers in getting marketing activities underway. Provide quarterly marketing effectiveness reports. Handle press releases via head office PR. Design SME and implement SME roll out strategies in conjunction with Banking and Finance Intern. Track marketing expenditure.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 2801-eg2476

Fachgebiet(e)/ industry: Consulting

Internship Title: Marketing Intern

Land / country: Australia

Zeitraum von-bis/ time span from-to: 8 weeks

Beginn / Propose start date: ongoing

Ort/ location: Sydney, Bondi

Arbeitsangebot/ job description:

Marketing Role: To aid in the creative production and implementation of marketing campaigns: SMM Twitter, Facebook groups, posting blogs, Search engine optimisation, Copy writing sales pages, emails, web pages, Marketing ideas, Mail outs.

Event coordination role: To assist in the planning and delivery of quality events: Event planning, Event organisation, Venue management.

Sales role: To aid in the expansion of the business, Cold calling and follow up leads, Database management.

Research , Administration role: To assist in producing quality digital information products: Product research, Product creation.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 2901-eg83695

Fachgebiet(e)/ industry: Marketing

Internship Title: Marketing Intern

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks

Beginn / Propose start date: ongoing

Ort/ location: Sydney

Arbeitsangebot/ job description: Scope of role: The intern will gain exposure to the operations though both observation and supervised practice. The marketing intern has the advantage of participating in the Customer care program and will have an active role in the development and growth of this. The intern will also be able to dabble into other business areas from operations to marketing, giving the intern a well-rounded and worthwhile experience. The intern will work with the office manger, marketing and sales team, admin team and the CEO.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 3001-eg9713

Fachgebiet(e)/ industry: Insurance

Internship Title: Marketing Internship

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks

Beginn / Propose start date: ongoing

Ort/ location: Sydney

Arbeitsangebot/ job description: Scope of role: The intern will be engaged primarily in the Marketing department and will gain experience through both observation and supervised practice. Our marketing team keeps a close eye on the production targets and actuals for all brokers who have a relationship with Chubb. The intern will be trained in the a variety of tasks to this department. Primary responsibilities: Assistance with appointing new brokers, managing broker business plans, and reporting. Prepare monthly / quarterly producer management reports. Review marketing / communication materials e.g. fact sheets, brochures with appropriate department managers. Update / maintain information for CICA marketing website if necessary. Coordinate magazine distribution list. Assist in planning and coordinating any broker events as required. Assistance in any marketing / communications related projects. The intern will observe and participate in meetings such as ad hoc broker meetings and production meetings. Attend production and producer management meetings and minute meetings to gain an overall understanding of the business. Assist in any producer related projects.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 3101-eg7933

Fachgebiet(e)/ industry: Marketing

Internship Title: Junior Administration and Events Coordinator

Land / country: Australia

Zeitraum von-bis/ time span from-to: 6 weeks

Beginn / Propose start date: ongoing

Ort/ location: Sydney

Arbeitsangebot/ job description: the coordinator is the first point of contact for all business enquiries. Responsible for producing and professional, efficient yet friendly work environment, Responsible for all office and event (inc sports competition) administration, Banking, Checking emails and responding to emails, Responding to all enquiries regarding sports competitions and other events, Ensure office equipment is functioning at 100% levels, Creating and updating and correcting client contract lists, develop cost savings procedures wherever possible, Developing office procedures and ensuring proper archiving of information and intellectual property, Organise labour for all sports competitions and events e.g. referees and sports instructors, Contacting / ordering suppliers for all purchases e.g. trophies and stationary and sporting equipment, Liaising with council and venue authorities regarding booking of ovals / grounds / facilities, Liaising with competition team representatives and individuals via email or phone informing them of changes to draws etc, Entering sports competitions scores and results, Sending emails regarding competition information and general administration, Coordination efficient procedures for the day to day running of events and competitions, Responsible for all marketing information being delivered to clients, Making up and sending out all sports events / competition flyers to existing databases, Developing existing and new databases, Developing profitable ideas and events for new business opportunities

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 3201-hg455

Fachgebiet(e)/ industry: IT

Internship Title: Marketing

Land / country: Australia

Zeitraum von-bis / time span from-to: 12 weeks

Beginn / Propose start date: 11-08-2009

Ort / location: 474 St Kilda Road, Melbourne

Arbeitsangebot/ job description: The opportunity offers you the chance to contribute your own ideas in an energetic environment. You will have the opportunity to learn Search Engine optimisation and work with a tight knit, world class business with a proven record and Blue Chip client base.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 3301-hg455

Fachgebiet(e)/ industry: Dairy

Internship Title: Marketing Intern

Land / country: Australia

Zeitraum von-bis / time span from-to: 12 weeks or more

Beginn / Propose start date: 23-07-2009

Ort / location: Melbourne

Arbeitsangebot/ job description: We are looking at offering a current marketing student an internship within a team to work on marketing initiatives which includes planning and execution of an upcoming promotional day. The activities would be broad and would allow a student to gain a hands on experience in a unique environment.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 3401-hg97519

Fachgebiet(e)/ industry: Marketing / Entertainment

Internship Title: Marketing Intern

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 - 26 weeks

Beginn / Propose start date: 22-07-2009

Ort/ location: Melbourne

Arbeitsangebot/ job description: The intern would work on projects across the areas of Softlines, Hardlines, FMCG/promotions, marketing, PR, Creative and Retail. This would include research, building presentations, and general sales support as detailed below: Assist in business prospecting (Competitor analysis / retail reviews identify product / review listing). Assist with trade and consumer events. Create and update presentations (Sales etc.). Maintain databases, email, licensee lists, etc. Manage external storage facility. Administration duties including: Filing, faxing, makes photocopies of reports, documents, and other materials as needed.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 3501-eg8945

Fachgebiet(e)/ industry: Journalism

Internship Title: Editorial Assistant

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks

Beginn / Propose start date: ongoing

Ort/ location: Sydney

Arbeitsangebot/ job description: Scope of role: The role has been designed to compliment the intern's studies in Journalism and to help formalise their business communications skills in a practical environment. The role is primarily focused on Research and Writing. Primary responsibilities: Editorial research, Field research, Assisting with content for the different sections of the magazine.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 3601-eg87236

Fachgebiet(e)/ industry: Logistics

Internship Title: Logistics

Land / country: Australia

Zeitraum von-bis/ time span from-to: 12 weeks

Beginn / Propose start date: ongoing

Ort/ location: Sydney

Arbeitsangebot/ job description: Scope of role: Assisting various departments with Business Administration Marketing and IT related, Work with Warehouse assistance and Sales team to understand the logistic side of business, opportunity to join Business Development and Account Managers weekly on a Market tour visiting our clients across Sydney, Supporting them with marketing initiatives and ways to enhance business opportunity. Primary responsibilities: Supporting Business and Account Managers to implement sales and marketing programs to existing clients across Sydney, Work closely with the Warehouse team and Logistic team to understand with all aspect of Logistic mechanism being implemented to and from Suppliers, Branches, Resellers and Customers. Support IT department with IT related administration, taking photos and downloading images of products to website.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 3701-eg8121

Fachgebiet(e)/ industry: Engineering - Mechanical

Internship Title: Production Assistant

Land / country: Australia

Beginn / Propose start date: ongoing

Zeitraum von-bis/ time span from-to: 12 weeks

Ort/ location: Sydney

Arbeitsangebot/ job description: Scope of role: The Production Assistant is responsible for assisting the Production Manager and Production Engineer in day to day planning, organisation and management of the company's production facility. Primary responsibilities: Drawing: ensuring all drawings are prepared to specification or internal customer requirements and then issued to the factory for manufacture. Programming: As required, develop material for input into the computer simulators utilising drawings and specifications. Quoting: produce quotations to customer requirements in compliance with production capability. Planning and Scheduling: prioritise, produce and track production schedules to production floor. Production support: Attend and participate in production safety meetings, participate in projects to improve production efficiency, etc. Cross-Functional-Support: Assist on production floor as required to plan usage of raw product minimising. Projects: Tensiloy product costing model. Administration and Maintenance: Maintain and register of Tensiloy, Wearplate, and TLC part numbers.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 3801-hg25281

Fachgebiet(e)/ industry: Automitive

Internship Title: Mechanical Engineering Internship

Land / country: Australia

Beginn / Propose start date: 12-08-2009

Zeitraum von-bis / time span from-to: 12 weeks +

Ort / location: Melbourne

Arbeitsangebot/ job description: An enthusiastic and motivated person who is a self character. Desire for personal challenges in a wide variety of Engineering and organisational tasks within a great company.
On the job training and instruction in use of corporate quality, and problem solving tools. Develop communication, team work and problem solving tools.

Arbeitszeit/ hours: 8 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: At least 1 year studies

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 3901-ch4533

Fachgebiet(e)/ industry: Market Research

Internship Title: Research Project Developer

Land / country: Australia

Beginn / Propose start date: as available

Zeitraum von-bis/ time span from-to: flexible

Ort/ location: Sydney

Arbeitsangebot/ job description: The intern will assist with projects to gain an understanding of market research industry in Australia. Administration work is also included.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: Marketing research related studies, at least 1 year as per PPA requirements

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 4001-ql29896

Fachgebiet(e)/ industry: Market Research

Internship Title: Research Project Developer

Land / country: Australia

Beginn / Propose start date: 27-07-2009

Zeitraum von-bis/ time span from-to: 12 weeks

Ort/ location: Melbourne CBD

Arbeitsangebot/ job description: Assist with the generation of the company's News which provides wireless industry-related information to company staff. Collecting and compiling wireless communications, competitive intelligence, Maintain and disseminate market information to relevant stakeholders, Enhance the awareness of market intelligence function and encourage the usage of relevant market intelligence resources.

Arbeitszeit/ hours: 9 am – 5.30 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: Ideally Marketing / Commerce background

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: Marketing background with research skills



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 4101-ch15471

Fachgebiet(e)/ industry: Market Research

Internship Title: Research Project Developer

Land / country: Australia

Beginn / Propose start date: as available

Zeitraum von-bis/ time span from-to: flexible

Ort/ location: Sydney

Arbeitsangebot/ job description: The intern will assist with projects to gain an understanding of market research industry in Australia. Administration work is also included.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: Psychology or Social Research studies, at least 12 year as per PPA requirement

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info



Fachpraktikum/Internship

Datum/Posted: January 14, 2010
PP Code: 4201-eg73851

Fachgebiet(e) / industry: Media, Arts, Entertainment

Internship Title: Post Production Intern

Land / country: Australia

Beginn / Propose start date: ongoing

Zeitraum von-bis/ time span from-to: 12 weeks

Ort/ location: Sydney, North Bondi

Arbeitsangebot/ job description: To gain an understanding of how industry works on all levels including: Scripting, Filming, Editing, DVD authoring, and Client liaising. Work autonomously as well as in a close team environment.

Key tasks: Research for ideas, Preparing for and assisting shoots, Assisting editing, DVD production, Encoding videos for streaming, Online video management, Answering phones, Office administration, Liaising with clients and suppliers, Some basic accounts and cash-flow, and Dispatching material.

Arbeitszeit/ hours: 9 am – 5 pm

Rotation/ rotation: yes no no specification

Wenn ja, welche Abteilungen?/ If yes, which departments?:

Bezahlung/ remuneration: unpaid

Unterkunft gestellt/ accommodation included: yes no no info

Mindestanforderung Studium/ Praxis/ level of study: Final Cut Pro Studio knowledge

Mindestanforderung Sprache/ level of English required: IELTS 6.0 or equivalent

Weitere Anforderungen/ other skills or competencies required: no info