

JOB SNAPSHOT

Title	Intern	Business Unit:	All
KN Code	Rx-INT or Zx-INT	Department:	All
Reports to.	As per org chart	Direct Reports	As per org chart

You will be part of our **team**, adding your knowledge + perspective to the delivery of **customer + operational excellence**.

WHAT WILL YOU BE DOING ON A DAILY BASIS?

You will be responsible for supporting the team with our daily activities + projects.

You will do this by collaborating with various key stakeholders while focusing on the following key tasks.

- To support in the preparation of materials + market research, gathering insights + trends on our industry.
- To compile data + information from stakeholders.
- To assist in the creation of solutions + tools, leading to productivity improvements or other core initiatives.
- To learn + provide support in selected digital projects.
- To support in design of industry solutions in driving overall development + productivity for the business.
- To assist with the setting up + maintenance of our reports + systems.
- To provide administrative support in various processes within the team.
- To support in internal + external communications.

WHAT WILL IT BE LIKE TO WORK IN THE TEAM?

We aim to be the best company to work for + with. You will experience how we drive + deliver **customer excellence** with guidance from our team members.

Learning opportunities are abundant. You will have the opportunity to collaborate with colleagues from around the Asia Pacific region, learn how we **attract, pursue, + close** new business prospects.

You will participate in a variety of activities, from conducting market research, designing materials to preparing business proposals.

Additionally, you get to connect with motivated employees + learn how they **uphold our purpose + deliver progress to society**. You can even bring in your ideas to **evolve** our processes.

WHAT DOES IT TAKE TO BE SUCCESSFUL?

Your **learning agility + analytical skills**, along with your passion for pursuing a career in logistics will be the key to your success.

You will be successful in this role because of your **knowledge** across our operations, products + services; because you possess the key attributes we are looking for.

Manages Complexity
Collaborates
Optimizes Work Processes
Interpersonal Savvy
Action Oriented
Self-Development
Nimble Learning

Version	1	Date of Issue:	01.03.2023
Signature (if required)		Date of Signing:	