

Logistic Outbound Intern

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Company: Rexroth

Location: South Jakarta

Category: other-general

Job Description

Internship in sales/logistics admin activities, to support sales and logistics administration; incl. create and prepare for customer portal, filing document, prepare DN and other docs

Filling documents.

Working closely with the supervisor and other teams.

Qualifications

Undergraduate students (Min. S-1), from any major

Intermediate to advance knowledge in Microsoft Office

Proficient in written and verbal communication in English and Bahasa

Keen to learn and proactive

Demonstrate leadership, communication, and problem solving skills

Additional Information

Full-time and hybrid work arrangements paid internship for 6 months

Open for **COLLEGE STUDENTS ONLY**

HR Contact Person: Majolika Syakira Devi

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