



**CREATING
BETTER WAYS
TO MOVE
THE WORLD**

INTERNSHIP IN HUMAN RESOURCES (M/F)

T-GHR-DEBQ-2654

DESCRIPTION

Bombardier Transportation, a global leader in rail technology, offers the broadest portfolio in the rail industry and delivers innovative products and services that set new standards in sustainable mobility. BOMBARDIER ECO4 technologies – built on the four cornerstones of energy, efficiency, economy and ecology – conserve energy, protect the environment and help to improve total train performance. Bombardier Transportation is headquartered in Berlin, Germany, and has a very diverse customer base with products or services in more than 60 countries. It has an installed base of over 100,000 vehicles worldwide.

We are currently looking to recruit an **intern (m/f) for our Human Resource (HR) department** to work fulltime in a multicultural environment at our headquarters in **Berlin**. You will be working in a dynamic team, supporting HR Business Partners and PMO's (Project Management Office for HR team) in their day-to-day business and gain an insight in the whole spectrum of activities. It will provide you with a hands-on experience and will give you the opportunity to gain work experience in a multinational company. Start date should be ideally **March 1st, 2014** for **6 months**.

YOUR TASKS

- Work closely with HR Business Partners/PMOs and provide support to the HR department in various activities
- Support the project to implement the E-Files system
- Get insights into and take over HR project management officer tasks
- Prepare required reports, analyze and evaluate various data, prepare presentations
- Take over various administrative tasks.

YOUR QUALIFICATIONS

For this position you will ideally have the following qualifications

- Students currently enrolled in a university or university of applied sciences
- First practical experience in human resources/ administration (internship or vocational training)
- Very good command in German and English
- Good PC knowledge (in particular Powerpoint and Excel)
- Strong analytical and problem solving skills
- Sense of responsibility, reliability and sociability
- Cross-cultural competence, team oriented and dedicated work attitude
- Initiative, ability to work under deadlines, organizing ability and creativity

Are you interested in starting an exciting career at Bombardier Transportation? If so, apply now at www.careers.bombardier.com and start your dynamic career today!

Your ideas move people.

Ihre Kontaktperson: crai.iulia@ro.transport.bombardier.com

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