

Internship Opportunity

A winner of more than 400 international awards, Emirates operates one of the world's youngest, most environmental-friendly and technologically advanced fleet of over 250 aircraft. Our rapidly expanding network spans over 150 destinations in 80 countries.

Join our successful team! We give students the possibility to gain valuable work experience in our Town Office in Vienna as trainees in the **Group Department**. In the airline sector a group refers to a booking with more than 9 passengers in one single booking.

Main tasks and responsibilities:

- Support the implementation of a new software in the Austrian market to facilitate the group booking process
- Operational handling of groups from the initial request to the final departure
- Check the monthly performance of the group travel agents
- Identification of new group sales opportunities
- Train travel agents by phone, email or webinar on the new software
- B2B trade communication related to groups (eg newsletters, product trainings, raffles, sales blitz, sales calls, etc.)
- Accompany the team to meetings and events
- Assist with administrative tasks in other departments (e.g. Sales, Pricing, Corporates, Reservation, etc.)

Requirements:

- Fluent in German and English
- Sense of responsibility
- Ability to work in an organized, independent and structured manner
- Knowledge of MS Office (Excel, Word, PowerPoint)
- Experience in Salesforce is a plus

We are now looking for a highly motivated student to start his/her internship in January or February 2025 for 4-6 months. The financial compensation will be EUR 350/month. Besides getting inside knowledge in all group related activities, trainees receive a broad overview of the whole company.

Apply now by sending your CV and a letter of application to thomas.scheffl@emirates.com.

Apply now and discover your future with Emirates!

We are looking forward to receiving your application.

