

Aegean Airlines offers an **Internship** within the Travel Value Department

This position brings along the following **tasks**:

- Assist in the preparation of regularly scheduled reports
- Undertake financial control of sales
- Warehouse inspection
- Enter information into a computerized database
- Maintain an effective and up to date filing system
- Undertake any ad-hoc admin projects/duties as required

Candidates should have the following **personal requirements**:

- Passionate about Airline Industry
- Team oriented
- Well-developed verbal and interpersonal communication skills
- High level of numerical ability, accuracy and detail
- Keen attention to detail
- Ability to handle confidential information and professionalism
- Organization and follow up skills

And the following **educational requirements**:

- Must be currently enrolled at an accredited educational institute
- Excellent knowledge of English and Greek (written and spoken).
- Proficient in MS Office (Excel, Word and PowerPoint)

Applications shall contain CV and a letter of motivation, in English language. Applications are to be sent to hr@aegeanair.com quoting reference number **T.V._03.18**