

## Internship Sales & Logistics Coordination Support

<b>Department:</b>	Sales Original Equipment (SOE) Toyota Europe
<b>Location:</b>	Brussels
<b>Company Description:</b>	The name Robert Bosch stands worldwide for excellent expertise and the diversity of products from the following divisions: Automotive original equipment, power tools and accessories, thermo technology, household appliances, communication and automation technology. The innovative power and the capability to produce technically high standard products in large numbers form the basis for Bosch's success. The Bosch group shows its expertise as a provider of top technology by creating a multitude of new products and procedures in all business areas of the company. Furthermore, Bosch is one of the leading companies in patent applications.
<b>Tasks:</b>	<b>Sales &amp; Logistics Coordination Support:</b> <ul style="list-style-type: none"><li>• Support daily business at the local external warehouse, responsible for deliveries towards several different OEM customers</li><li>• Coordinate communication with both Bosch plant logistics, sales houses and customers</li><li>• KPI management for local warehouse</li><li>• Empty packaging management</li><li>• Project work (f.e. optimizing process management, working instructions, empty packaging flow,..)</li><li>• Monthly Logistics Delivery Performance Reporting up to Board of Management<ul style="list-style-type: none"><li>○ Collection of data from the EU-organization</li><li>○ Analyzing/evaluating the collected data</li><li>○ Consolidation of logistics data in the Performance Report</li><li>○ Analyzing root causes and put in place recurrence prevention activities</li></ul></li><li>• Liaise with the regional + EU sales team<ul style="list-style-type: none"><li>○ Administration (filing and tracking) of change management documents, providing forecast information</li></ul></li><li>• Monthly Presentation of the Logistics Update<ul style="list-style-type: none"><li>○ Creation of the presentation covering the Logistics Delivery Performance</li><li>○ Presenting the Logistics Update on a monthly basis during the Toyota Team Meetings</li></ul></li></ul>
<b>Required Skills:</b>	<ul style="list-style-type: none"><li>• You are currently a business <b>student</b> with specialization on Logistics</li><li>• Languages: fluent in English; German and French are an asset</li><li>• Very good computer skills in MS Excel (Macros) and PowerPoint; SAP is an asset</li><li>• Very good analytical and communication skills</li><li>• Ability to work independently</li><li>• Pro-active towards process improvements</li></ul> <p>We are looking forward to receiving your application by email in English (please mention the exact title of the position). Do not hesitate to contact us if you have any further questions.</p>

**Allowance: €750/month**

**Start: 01/06/2016**

**Duration: preferably 12 months**

**N.V. Robert Bosch S.A.**  
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