

**953 - Logistics Internship**

<b>Location:</b>	Barcelona, Spain
<b>Languages:</b>	English (Advanced)
<b>Fields:</b>	Business Administration , Logistics and Management
<b>Extra benefits:</b>	Salary of 200-300€.

**Description:****Company description:**

Our collaborator is an E-commerce company with offices located in Llinars del Vallés, near Barcelona. They have customers all over Europe and a broad network which is maintained by a successful international team that keeps on increasing. Their team consists of a group of young professionals that work in an innovative environment, making this the perfect place for your internship!

The company is looking for an active and professional student to join the team. You would be working in the Logistic Department. You would participate and manage the day to day activities, which will improve the company's results in the countries where they are present at the moment: Spain, Belgium, Italy, France, Germany, UK, Luxembourg, The Netherlands, Austria and Portugal.

**Logistics assistant:****Tasks:**

- Check delivery notes and invoices
- Find wrong products on warehouse.
- Control customer order returns.
- Make carrier reclamations.
- Handle providers reclamations.

**Requirements:**

- Proactive and effective candidate
- Spanish is a plus

**Benefits:** 225 € / month.

**605 - Customer Service + mk**

<b>Location:</b>	Barcelona, Spain
<b>Languages:</b>	Spanish (Intermediate) and English (Advanced)
<b>Fields:</b>	Customer Relationship Management, Customer Service, Marketing and Social Media
<b>Extra benefits:</b>	Salary of 100-200€.

**Description:**

Our collaborator is an online operating company that is renting out apartments in central Barcelona. This internship is an ideal opportunity to gain insight into a new and different market.

Are you looking for a chance to learn more about the real estate business? Do you want to increase your experience in Marketing and customer relations? Or are you just looking for a chance to work in an enthusiastic and international team.

**Tasks:**

- Customer service tasks associated with the hospitality industry
- Marketing and online marketing activities
- Introduction to the sales management
- Some translation tasks
- Some administration tasks

**Requirements:**

- Very good knowledge of English
- At least communicative Spanish
- Good knowledge of word, excel
- Good knowledge of social media
- Interest in tourism/hospitality industry/ sales and marketing in tourism
- Customer service skills
- Open-minded attitude and interest in the hospitality industry
- Willingness to have contact with people from different nationalities

**Working hours:**

20h per week (mainly afternoons)

**Benefits:**

200€/ month

**Duration:**

Minimum 3 months

**960 - Paid 200€ Marketing and e-commerce internship in Madrid, Spain**

<b>Location:</b>	Madrid, Spain
<b>Languages:</b>	English (Advanced)
<b>Fields:</b>	Marketing
<b>Extra benefits:</b>	Salary of 200-300€.

**Description:**

Our collaborator is a young and dynamic company located in Madrid, Spain. They provide e-commerce companies with strategic tools which boost their marketing campaigns. They need proactive and determined students to help them grow and internationalise, especially with experience in one of those fields: tourism, marketing, communication, social media, IT. So, if you are looking for a position in which you can make a real difference while gaining key skills this is your opportunity.

**Tasks:**

- Create Marketing Campaigns to help to gather Business Opportunities
- Set up and follow-up our client portfolio
- Develop the Communication Strategy
- Create new content and materials to support our sales team
- Daily task - Create! We are all the time willing to hear new ideas, and suggestions are always regarded as a gift to us.

**Requirements:**

- English fluent + Chinese, Italian, French or German is advantage
- Excellent communication skills
- Attitude: creative mindset, energy, multitasking, can-do attitude

**Conditions:**

- 200€ monthly.
- Full time position.

**952 - Growth position Internship in Sevilla, Spain**

<b>Location:</b>	Sevilla, Spain
<b>Languages:</b>	English (Advanced)
<b>Fields:</b>	Business Administration , Communication / Journalism, Copywriting, International Business, Management, Marketing, Social Media and Tourism
<b>Extra benefits:</b>	Salary of 200-300€.

**Description:**

Our collaborator is a leading online booking platform dedicated to unique nature-based accommodations around the world. The headquarters of the company are located in Seville, Spain. Our partner is a multi-cultural, start up company which gives his customers an access to the nature and truly unique accommodation with the comforts one would find in a hotel.

**Position 1: Growth Assistant****Tasks:**

- Analyzing different worldwide geographical areas
- Looking for potential clients
- Searching and creating new leads by planning and organizing daily work
- Gathering market and customer information
- Attending team meetings
- Being responsible for your own goals and tasks

**Requirements:**

- English at a native standard level
- Having knowledge of our current target markets
- Studies on tourism, business, psychology or social engineering
- Experience working with CRM
- Knowledge of computer keyboard shortcut keys
- Good level of English
- Proactive and creative
- Excel skills

**Conditions:**

40h/week  
200€/monthly

**562 - Procurement internship in Marbella Spain**

<b>Location:</b>	Marbella, Spain
<b>Languages:</b>	English (Advanced)
<b>Fields:</b>	Business Administration , Economics/Finance, Finance and Logistics
<b>Extra benefits:</b>	Salary of 300-400€.

**Description:**

Company description Our collaborator a rapidly growing energy drink brand that reaches over 45 countries all over the globe and sponsors the world's top athletes. The company is looking for interns to join their international and hardworking team in their offices in Marbella, Spain.

**Tasks:**

- Following up on purchase procedures & reporting deviations
- Verifying that all purchasing procedures are followed on a continuous basis
- Ensuring that all of entries of daily stock are received and recorded
- Checking storage practice in regards to quantity, accuracy, orderliness, breakage and usage
- Sample tasting handling

**Requirements:**

- Excellent level of English. Polish, German, Arabic and Farsi would be a plus
- Senior level of studies
- Flexible and Dynamic personality
- Attention to detail
- Interpersonal communication and organizational skills
- Analytical and organizational skills

**Working hours:**

Monday- Friday 9.30am - 6.30pm with 1 hour lunch break

**Location:**

Marbella

**Benefits:**

350€/month

**826 - Paid 300€ marketing assistant internship in Barcelona, Spain**

<b>Location:</b>	Barcelona, Spain
<b>Languages:</b>	English (Advanced)
<b>Fields:</b>	International Business, Marketing and Sales
<b>Extra benefits:</b>	Salary of 300-400€.

**Description:**

Our collaborator is an online operating company in Barcelona. They are offering a platform where people can find apartments all over the world.

You will be working with the marketing director of the company and help with the daily activities. We will give you everything you need to know about marketing on the B2B level (online and offline Marketing).

**Tasks:**

- Creating web content
- Social media
- Help plan and execute events
- Market research
- Customer Service via Phone and email

**Requirements:**

- Good level of English (written and verbal)
- Knowledge about Twitter, Facebook for business, LinkedIn, Powerpoint
- Comfortable talking to partners over the phone

**Would be a plus:**

- Familiar with Photoshop
- Marketing students

**Availability:**

Preferably 6 months

**Working hours:**

40 hours / week

**Benefits:**

300€ / month

**687 - HR and marketing assistant**

<b>Location:</b>	Sevilla, Spain
<b>Languages:</b>	English (Advanced)
<b>Fields:</b>	Business Administration , Customer Relationship Management, Customer Service, Human resources and International Business

**Description:**

Spain Internship, located in Seville, was established in 2010 by highly motivated internationals. We offer internships and traineeships services for students and graduates worldwide. Spain Internship Student Agency is proud to be a young innovative and ambitious company which strives to find the right interns for the right company. We are constantly trying to extend our programs, to make the experience abroad for everyone as good as possible. You can be a part of this process, by helping us in our office.

**Tasks:**

## Human resources

- Interviewing possible candidates
- Evaluating their qualifications regarding the positions
- Revising the candidates CVs to ensure a good match with the company

## Customer service

- This is done via email, phone and Skype
- Using the CRM system to ensure a good information flow
- Maintenance of the databases

## Online marketing

- Creating social media content (Facebook, Twitter, Google+ and LinkedIn)
- Initiate contact via social media
- Manage social media accounts

## Market research

- Arranging possible collaborations
- The student´s interest can influence this task

**Requirements:**

- Good level of English
- Spanish would be a plus
- Open and friendly
- Able to work in a team

**473 - Customer Service**

<b>Location:</b>	Girona, Spain
<b>Languages:</b>	English (Advanced)
<b>Fields:</b>	Customer Relationship Management, Customer Service, International Business, Marketing, Project Management and Sales
<b>Extra benefits:</b>	Salary of 200-300€.

**Description:****Company description:**

Our collaborator is an international online retailer specialized in selling sports equipment. This fast growing company is present in 220 countries across the globe and has been in the business over 17 years. They are now searching for customer service and product assistant interns to join their international and innovative office in Girona, Spain.

**Customer Service position****Tasks:**

- Customer service
- Call reception
- Ticket management CRM
- Answering questions about the orders' status
- Commercial and back office tasks
- Tracking the logistic situation of customers' orders

**Requirements:**

- Good level of English

**Location:**

Girona

**Remuneration:**

300€/month



**471 - Product assistant**

<b>Location:</b>	Girona, Spain
<b>Languages:</b>	English (Advanced)
<b>Fields:</b>	Customer Relationship Management, Customer Service, International Business, Marketing, Public Relations and Sales
<b>Extra benefits:</b>	Salary of 200-300€.

**Description:****Company description:**

Our collaborator is an international online retailer specialized in selling sports equipment. This fast growing company is present in 220 countries across the globe and has been in the business over 17 years. They are now searching for customer service and product assistant interns to join their international and innovative office in Girona, Spain.

**Product assistant position:****Tasks:**

- Creation of products in our website through dumping an excel file
- Delete, resize and retouch pictures with Photoshop
- Create 3D videos for our pictures with Scancube machine (no previous knowledge needed)
- Introduce PDF with manuals and specs to the products in our website
- Introduce description of the products in our website
- Photo shooting of products
- Create banners for our website
- Update prices in our website through excel files
- Introduce URL's of competitors in our price comparison engine
- Introduce colour attributes in our textile products
- Create Excel files to update daily website stocks.

**Requirements:**

- Good level of English
- Spanish is a plus

**Location:**

Girona

**Remuneration:**

300€/month

**773 - Purchasing internship in Girona, Spain**

<b>Location:</b>	Girona, Spain
<b>Languages:</b>	Spanish (Intermediate) and English (Intermediate)
<b>Fields:</b>	Business Administration , Management and Project Management
<b>Extra benefits:</b>	Salary of 200-300€.

**Description:****Company description:**

Our collaborator is an international online retailer specialized in selling sports equipment. This fast growing company is present in 220 countries across the globe and has been in the business over 17 years. They are now searching for customer service and product assistant interns to join their international and innovative office in Girona, Spain.

**Purchasing Assistant positions****Tasks:**

- The execution of daily purchases, via web / email / phone
- Analysis of consumption and implementation of procurement plans in stock
- Control of suppliers payments
- Stock management
- Control of the indirect costs incurred by providers

**Requirements:**

- Good level of English

**Location:**

Girona

**Remuneration:**

300€/month

**906 - Paid 150€/Month Community Manager and Customer Service internships in Barcelona, Spain**

<b>Location:</b>	Barcelona, Spain
<b>Languages:</b>	English (Advanced)
<b>Fields:</b>	Customer Service and Social Media
<b>Extra benefits:</b>	Salary of 100-200€.

**Description:**

Our collaborator is a young and dynamic Company that allows customer to experience the amazing city of Barcelona by organizing cultural activities and city tours. They are looking for young and motivated people to join their team.

**Tasks:**

- Managing the social media
- Customer service
- Web editing
- Managing tickets sales
- Managing refunds

**Requirements:**

- Good level of English
- Spanish would be an advantage
- Positive and proactive, good decision making skills

**Conditions:**

- 5 days/week 8 hours/day
- 150€ monthly
- 1 week training