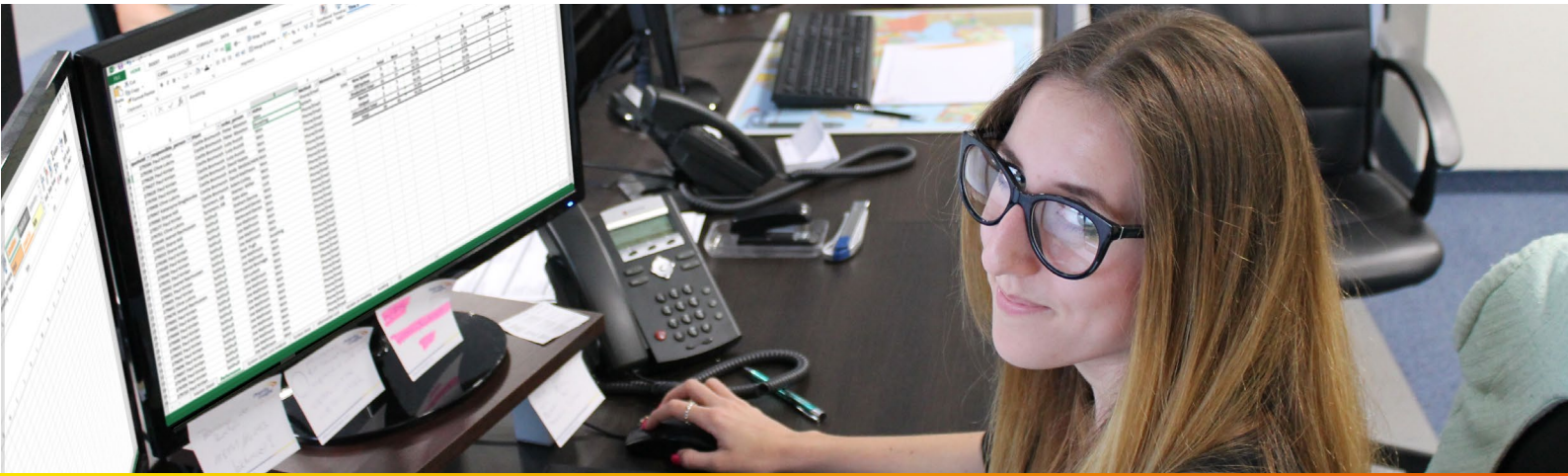


PRIORITY FREIGHT CAREERS - JOB DESCRIPTION

Intern



Job title: Intern

Department: Accounting, Customer Service and Logistics

Location: Wroclaw

Hours: Flexible working time
(240 hours over three months - paid)

Main purpose of job: To provide support to the accounting, customer service and logistics departments based on working with transport documentation, invoices and data entry. In addition, to gain a broad experience of the operation of Priority Freight through the internship scheme.

Responsible to (manager/post): Logistics Team Leader
Responsible for (staff/jobs): None

Key job responsibilities

- Support with data entry
- Assistance with monitoring transports and reporting consistent with Priority Freight's standards
- Assistance with invoicing and transport documentation

Competencies required to do the job

 IT skills	 Organisation	 Customer service	 Self-motivation
<ul style="list-style-type: none">• Outlook/Email 4• Word 3• Excel 3	<ul style="list-style-type: none">• Task prioritisation 4• Systematic approach 5• High volume experience 3	<ul style="list-style-type: none">• Customer focus 4• Excellent telephone manner 5	<ul style="list-style-type: none">• Focused 5• Task completion/tenacity 4• Close supervision not required 3

Any technical job-related skills

- Logistics experience is desirable
- Experience of working with high volumes
- Positive attitude
- Teamwork
- Communicative English is essential

About Priority Freight

Priority Freight is an award-winning leading provider of time-critical logistics solutions, where speed and flexibility come as standard. As a strategic partner for clients, the company's mission is to provide expedited logistics solutions on behalf of major global manufacturers and their suppliers - often in emergency and crisis scenarios. Priority Freight's logistics staff truly are experts in their field; tailoring to the needs of each client. Their reaction time to customer orders is among the quickest in the industry, in under 15 minutes.

With teams operating from several strategically-located offices across Europe; these logistics specialists are constantly under pressure. Utilising a global network of strategically located partner companies, they plan routes and co-load shipments to provide the most rapid, cost-efficient and reliable solutions, whilst minimising the company's carbon footprint. The combination of their experience and state-of-the-art technology means 99.6% of Priority Freight deliveries are completed on-time.

Priority Freight's logistics teams provide this operational support to its clients regularly, with the ability to organise anything, anywhere – in the most extreme conditions. It is their dedication to beating deadlines and exceeding expectations that has made the company the expedited logistics provider of choice.

Join the team

Apply now, [send your CV](mailto:laura.osinska@priorityfreight.com) to laura.osinska@priorityfreight.com today!

Thank you for considering Priority Freight as an employer and we look forward to hearing from you.

