
Grow with us.

AUSTRIA JUICE GmbH is one of the most important global players in the food and beverage market and employs approximately 1,000 people at 15 production sites worldwide. As a leading company in the industry, the AUSTRIA JUICE Group is appreciated by customers for its expertise in the development of

innovative beverage concepts and high-quality food & beverage ingredients.

For our location in Bingen/Rhein (Germany), we are searching for a motivated person, ready to join us starting with **September 2nd, 2019** as

Apprenticeship Industrial Clerk (m/f/d)

Tasks:

In course of the apprenticeship, you get to know our commercial departments:

- Purchasing & Stocking: demand planning, order and inventory management, etc.
- Marketing & Sales: customer management, offer preparation, order processing, etc.
- Controlling: cost accounting, cost planning & controlling, etc.
- Human Resources: labor law, personnel planning, recruiting and development, etc.

Step-by step you will take more responsibility and supporting us in the following areas:

- Data management in our internal systems
- Creation of letters, contracts, presentations and statistics in Excel
- Internal and external coordination of appointments and correspondence
- Organization of journeys and events
- Support in planning, executing and controlling various projects

Requirements:

- High school graduation is preferred
- High motivation and diligence
- Reliable person with willingness to learn and to prove oneself
- Basic knowledge in Microsoft Office
- Business fluent in German and very good English knowledge

Our offer:

- Exciting challenges in a globally acting company. Two to four weeks per year you will spend abroad at our international locations
- International environment with excellent career opportunities worldwide
- Open company culture that encourages the initiative of all employees
- Working in a dynamic team with development possibilities and the option for a permanent working contract after successful completion of the apprenticeship

Your juice. Your choice!

If you feel to meet these criteria, please apply here: [apply now online](#)

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Confidentiality is guaranteed!



**AUSTRIA
JUICE**