

Sagitter Training

The company

Location	Unit 1107-10, 11/F, Lu Plaza, 2 Wing Yip Street, Kwun Tong, Hong Kong
Contact	Ms. Emily Wong, emily.wong@coop-fareast.com
Type of Business	Purchasing, manufacturing
Professional Work Trainee will gain experience in	International purchasing process, customer service, multicultural environment

Trainee's profile

Language/s required	English
Computer Skills	Office package
Skills required	Ability to communicate effectively Good personal skills with the ability to effectively work with individuals and groups at all organization levels or in a multicultural environment; ability to work independently within assigned tasks Ability to work accurately with close attention to details.

Job description

Job content

Description of job:

- Assist and provide support packagin department in daily activities with focus on revision of artworks and communication with agents
- Support the packagin team keeping project deadlines and facilitates the approval process with agencies and buyers
- assist in catalogue preparation
- Become familiar with purchasing activities and supply channels.
- Notes (benefits, help in finding accommodation, required visa...)

Scholarships

Scholarships are available for graduate/master/undergraduate students. Refer to wea@unicatt.it for any request related to the scholarship regulation