

BESTSELLER

INTERN IN PEOPLE OPERATIONS DEPARTMENT

Goleniów, Poland

Apply before: 30 September 2018

Intern in People Operations Department

During the last few years, BESTSELLER E-commerce has grown into a strong, dynamic and international team. We are therefore currently looking for a highly motivated Intern who will want to join our People Operations team in Goleniów. This is a perfect role for a well-organised, detail-oriented and engaged person who thrives in a fast paced, dynamic E-commerce environment!

Who we are

Our Ecommerce team of 230+ colleagues from over 30 countries work in 3 different locations to create exciting fashion experiences – whenever, wherever. We have high standards and expectations for our E-commerce group. We are looking for passionate and business-oriented colleagues, who are hands-on and take personal pride in delivering solutions to help our business to grow. This role will give you ownership and opportunity to impact on our future business as well as your own career.

The department and the position

As an Intern you will be part of our People Operations team in BESTSELLER Ecommerce in Goleniów. Your role will cover all administrative tasks and supporting People Manager in daily activities in the HR department. You will work in a dynamic, fun and young team, and work closely with our People Ops team in the Netherlands.

Specific Job Responsibilities:

- Completion and archiving of HR documentation
- Supporting recruitment processes - preparation of announcements, CV selection, conducting telephone interviews, arranging meetings and providing feedback
- Supporting employees in their day to day questions and concerns in HR - related topics
- Supporting the People Manager in improving and implementing current and new HR processes

Desired Skills:

- Master or bachelor's degree, preferably in Human Resources, Psychology or similar
- Willingness to learn, being proactive, creative and interested in the HR field
- Detail-oriented, well-organised, engaged and able to work independently
- Ability to work with MS Office's tools
- Fluent in English (at least B2)

Why work for us?

Here at BESTSELLER our colleagues are important and we are looking for someone who will fit the BESTSELLER culture and our international team spirit. Besides being a challenging and inspiring place to work, we value a good work atmosphere and equally offer good benefits.

We offer you a 6 months paid internship, a great opportunity to gain your first valuable HR experiences in a dynamic and multicultural environment.

Interested?

We look forward to hearing from you! Please apply directly using the apply button below or via our website. In case you have any further questions about the role, you are welcome to contact Angelika Pankowska-Jankowska, People Manager +48 532 465 407.

About BESTSELLER E-commerce

More than 15,000 people work at BESTSELLER worldwide.

BESTSELLER is a family-owned clothing and accessories company founded in Denmark in 1975, providing fast affordable fashion for women, men, teenagers and children under brands such as JACK & JONES, SELECTED, VERO MODA, ONLY, PIECES, VILA, OBJECT, JUNAROSE, MAMALICIOUS, NAME IT, Y.A.S, ADPT and more. Products are available online, in branded chain stores, in multibrand and department stores. For more information, visit <http://www.bestseller.com>. The multi brand company of BESTSELLER is selling through more than 3000 retail stores and globally through E-commerce. The entrepreneurial spirit back in 1975 is still very much alive, and that is why BESTSELLER recently decided to relocate its E-commerce headquarter in Amsterdam.