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They are made.**

Internship

Facility Management Department

The Bosch Group is a leading global supplier of technology and services. In the areas of automotive and industrial technology, consumer goods, and building technology. The Bosch Group comprises Robert Bosch GmbH and its more than 350 subsidiaries and regional companies in over 60 countries with over 300,000 associates all over the world.

Robert Bosch Vietnam Co., Ltd. is the BOSCH Group's first investment in Vietnam into a high tech production facility for push-belts used in vehicles with Continuously Variable Transmission (CVT). By 2015, the Group's total investment in Vietnam is expected to reach 230 million Euros with a total of about 1,300 associates.

Main tasks

1. Facilities management (FCM)
 - Operate and routine check facility equipments (air-conditioner, light, etc).
 - Supervise activities of landlord and sub-contractors.
 - Record and follow up with technical data (electricity/fuel consumption etc)
 - Phone management
 - Payment request to suppliers/contractors.
2. Health, Safety and Environment (HSE)
 - Support FCM officer to detect HSE issues.
 - Assist to develop HSE programs, procedures for RBVN office in compliance with local law & Bosch policy. Assist FCM in Fire Safety issue.
3. Protection and Security (PRS)
4. Support Recreational Committee for Team building 2013 preparation

Job requirements

- 3rd – 4th year undergraduates with major in Electrical/Electronics Engineering
- Prior practical experience with similar job tasks is an advantage
- Fluency in Vietnamese, basic English (speaking and reading) is required
- Proficiency in standard computer softwares (MS Office)
- Good communication skill
- Willing to learn and hard-working

Benefits

- 1 paid leave per month
- Internship allowance and daily lunch provided

Make it happen. Apply now.

Country:	Vietnam
Location:	HCMC
Working time:	8:00 – 17:00 40 hours/week
Duration:	3 months

Contact HR Department

HO TRAN THANH THANH

fixed-term.rbvn.hr.intern@vn.bosch.com

Interested candidates, kindly send your application to the above address.

Please be informed that only shortlisted candidates will be contacted.

This vacancy is valid until July 31st 2013.