

Supply Chain and Logistics Intern

GryNumber Health Group is a family of healthcare companies, on a mission to match patients around the world with novel medical technologies, diagnostics and therapies. The Group caters for advanced patient needs by connecting different capabilities across the entire healthcare value chain, ranging from advanced R&D and regulatory affairs, to manufacturing and state-of-the-art market access.

From our headquarters in Geneva, Vienna and Vilnius, we have developed a network of trusted partnerships with key industry leaders across all continents.

Open Position:

At the moment we are looking for an intern to join our team to work in supply chain and logistics field.

The new colleague will get plenty of opportunities to use her/his knowledge in practice as well as to learn from professional and supportive colleagues.

The internship should last at least 3-6 months and can be part- or full-time.

Main Tasks and Responsibilities:

- ⚡ Getting acquainted with supply chain and logistics processes
- ⚡ Working on logistics tasks such as order management and documentation
- ⚡ Stock reconciliation between internal and partner systems
- ⚡ Local and international customer support
- ⚡ Preparation of regular and ad hoc reports and their development
- ⚡ Support in other tasks related to the areas of supply chain, analysis, administration.
- ⚡ Develop working relationships to assist other departments to ensure their requests are fulfilled in timely manner
- ⚡ Perform daily, assigned tasks as per company policies and manuals

Main Requirements:

- ⚡ Last years' student or graduate in logistics, transport, business administration or similar field
- ⚡ Good MsOffice skills, including MsExcel
- ⚡ Fluent English and Lithuanian (oral and written)
- ⚡ Good communication and cooperation skills
- ⚡ Attention to detail, critical thinking and sense of responsibility
- ⚡ Willingness to learn and develop as a professional

What we offer:

- ⚡ Possibility to get acquainted with range of business processes
- ⚡ Company that cares for your professional growth and personal development
- ⚡ Friendly and supportive team of professionals
- ⚡ Flexible working hours and arrangements
- ⚡ Future career possibilities
- ⚡ Compensation depending on candidate's qualification

Location: Vilnius, Lithuania

To apply please send you CV and a short cover letter to apply@grynumberhealth.com

