

Internship in the Order Management Department/Productmarketing MAN Truck & Bus Norge AS in Oslo (Norway)

Duration: 6 months (from August)

MAN Truck & Bus is one of Europe's leading commercial vehicle manufacturers and transport solution providers, with an annual revenue of some 11 billion euros (2022). Headquartered in Oslo MAN Truck & Bus Norge AS is an import/ distribution company with 10 branches nationwide and around 250 employees.

Tasks and responsibilities:

- Maintain and control contracts in SAP and other internal company systems.
- Ad hoc analyses of P/L, vendor and customer accounts.
- Efficiently following up the purchase order and maintaining effective communication.
- Responsible for creating precise and relevant certificates and documentation for both customers and internal departments of the company.
- Building process optimization tools for efficient working of the company.
- Participate in building guidelines and developing effective working processes.
- Creating of relevant documents to support the sales departments.
- Facilitate and participate in future recruiting processes of interns.

Skills and Qualifications:

- Studies in business administration, economics, logistics or similar courses.
- Strong analytical skills, systematic approach and interest to work with numbers.
- Great knowledge of spoken and written English. Other languages are a plus.
- Practical experience with MS Office, interest in company based software, prior knowledge in Microsoft 365 is a plus.
- Highly motivated for taking on new challenges at MAN in Norway
- Positive and pro-active work ethics

What we offer:

A monthly salary of NOK 20,000 gross

Friendly working environment

Additional fringe benefits like co-payment for fitness studio

Please send us your application documents in **one PDF-file**:

Curriculum Vitae

Cover Letter

Up-to-date Certificate of Enrollment

Transcript of Records from your university

Certificates from previous internships or work

For any questions regarding the position, please feel free to contact us through our e-mail address: marlene.achenbach@man.eu

Why MAN? Why Norway? Why come here?

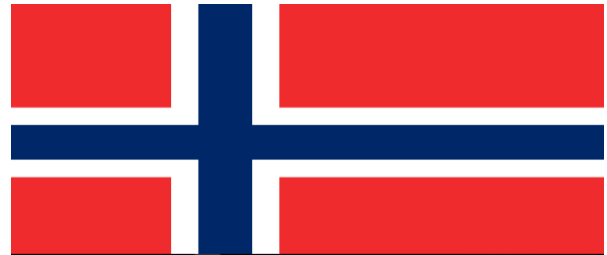


MAN NORGE

The MAN head quarter is located in Fjellhamar, around 45min outside the city center of Oslo, **easily reachable** by public transport. It is recommended to live in Oslo city rather than in the outskirts since Oslo offers a wider range of amenities.

You will work in a **comfortable office environment** with open-minded and friendly colleagues, split into around nine departments. Three departments are continuously equipped with **German interns** on a full-time basis, so you will enjoy their company throughout your stay.

All tasks require a **high degree of independence** and



*In the Bible, it rained for 40 days and 40 nights.
They called it a disaster.*

- *In Norway, we call it summer ☺*



#theverynorth

Living in Norway is easy. You don't need to speak Norwegian since **English** is spoken by the majority of the population. Simple Norwegian phrases are always appreciated though ☺

People pay **cashless**; an credit or debit card is practically the only mean of payment. Beware of currency exchange rates and charges!

Living conditions can be compared to Germany, even though food and drinks come at a higher price. Good thing about that: you never give tip!

You live in Europe without actually living there – **No roaming costs, no adapter needed and no passport needed.**

Norwegians are nature-oriented people. They enjoy outdoor activities and spending time in their cabins. It is generally a **safe country** to live in.

Free Time Activities / Social Life

Since Oslo is Norway's capital and most **vibrant** city, it offers a broad **food scene** (Oslo Street Food, Mathallen), many unique bars and cafés (Grønnerløkka area) and lots of **outdoor activities** (winter: skiing, sledding, skating, sauna; summer: hiking, swimming, fishing). We **interns** normally try to spend some time **together** on the weekends to explore Oslo. This is easy since Oslo offers a well-developed transportation system.



Note: This document has been created by MAN interns for future MAN interns!