

Internship – Junior Port Agent

Are you interested in an internship in an international organization? We are looking for an intern to work as a Junior Port Agent at C&C Port Agency Finland. We offer versatile tasks that will give you a good insight into the Shipping industry. We work with international clients and our working language is English. Most of the work will take place during business hours but some tasks can be during evenings and weekends, especially in the Summer months when a lot of cruisers visit Finland. The intern position is based in Helsinki. It is also possible to write your thesis for C & C Port Agency. C & C Port Agency will offer the intern a free lunch during the intern period.

Main tasks include:

- coordinating schedules for vessels
- representing the vessel
- handling traffic forms
- tasks connected to the client's needs (guest, crews and ship)
- communication with the crew and the port
- internal and external communication

We value:

- persistent, hands-on and can-do attitude
- good interpersonal skills
- service-minded, proactive and being able to work independently and with flexible working hours
- excellent writing and speaking skills in English
- knowledge of Finnish, Swedish and/or Russian is considered an advantage
- drivers license is an advantage