

Pre-Professional Summer Internship in Cyprus Public Transport for Finance Department

(compatible with Erasmus+)

Description

Paid internship program in Cyprus where university students will perform assigned functions of our Finance department. The program will provide students with the necessary knowledge and tools to help them transition smoothly from the student experience, to working experience.

Cyprus Public Transport runs the urban buses in Nicosia and Larnaca. You will be welcomed by previous students that have already engaged successfully in a similar graduate's job scheme.

Requirements

To qualify for the internship program, the candidate must:

- Be a student of a university degree or have recently graduated.
- Have an upper-intermediate/advanced level of English

Interested applicants must send their CV to hr@publictransport.com.cy in order to be considered for the selection process. Applications close on 30th May.

Key Duties and Responsibilities

Successful candidates joining the Finance department will have different duties and responsibilities including:

- Posting of invoices
- Reconciliation of suppliers
- Bank reconciliations
- Journal entries

Development of practices

Starting date: between 15 June-15 July according with other participants availability.

The internships will last between one to three months during the summer months, with days of 40 hours per week.

Those selected will have a mentor who will follow their evolution. In this way, the student will be able to improve their communicative and intercultural skills, acquire non-technical skills that are appreciated in the labor market and develop a more entrepreneurial mentality.

Financial Details

Selected candidates will receive the following funding:

- Flights (going and return)
- Accommodation in individual bedroom in a shared apartment
- Free public transport
- Monthly Salary 300€
- Erasmus+ compatibility

Pre-Professional Summer Internship in Cyprus Public Transport for Human Resources Department (compatible with Erasmus+)

Description

Paid internship program in Cyprus where university students will perform assigned functions of our Human Resources department. The program will provide students with the necessary knowledge and tools to help them transition smoothly from the student experience, to working experience.

Cyprus Public Transport runs the urban buses in Nicosia and Larnaca. You will be welcomed by previous students that have already engaged successfully in a similar graduate's job scheme.

Requirements

To qualify for the internship program, the candidate must:

- Be a student of a university degree or have recently graduated.
- Have an upper-intermediate/advanced level of English

Interested applicants must send their CV to hr@publictransport.com.cy in order to be considered for the selection process. Applications close on 30th May.

Key Duties and Responsibilities

Successful candidates joining the Human Resources department will have different duties and responsibilities including:

- Coordinate interviews
- Assist with screening resumes and applications
- Assist in preparing reports of the department
- Provide general support to the HR Department
- Collect and update the database with applicants' information
- Assist with payroll entries

Program Details

Starting date: between 15 June-15 July according with other participants availability.

The internships will last between one to three months during summer, and the working hours are set to 40 per week.

The selected candidates will have a mentor who will follow their progress. In this way, the student will be able to improve their communication and intercultural skills, acquire non-technical skills that are appreciated in the labor market and develop a more entrepreneurial mentality.

Financial Details

Selected candidates will receive the following funding:

- Flights (going and return)
- Accommodation in individual bedroom in a shared apartment
- Free public transport
- Monthly Salary 300€
- Erasmus+ compatibility

Pre-Professional Summer Internship in Cyprus Public Transport for Operations Department

(compatible with Erasmus+)

Description

Paid internship program in Cyprus where university students will perform assigned functions of our Operations department. The program will provide students with the necessary knowledge and tools to help them transition smoothly from the student experience, to working experience.

Cyprus Public Transport runs the urban buses in Nicosia and Larnaca. You will be welcomed by previous students that have already engaged successfully in a similar graduate's job scheme.

Requirements

To qualify for the internship program, the candidate must:

- Be a student of a university degree or have recently graduated.
- Have an upper-intermediate/advanced level of English

Interested applicants must send their CV to hr@publictransport.com.cy in order to be considered for the selection process. Applications close on 30th May.

Key Duties and Responsibilities

Successful candidates joining the Operations department will have different duties and responsibilities including:

- Assist in the planification of drivers' rosters
- Coordinate with the rest of the departments and assist in preparing reports of the department
- Assist in preparing reliability & punctuality reports
- Assist in assigning duties for drivers
- Provide help in preparing accident reports
- Provide help in dealing with daily problems that might occur

Program Details

Starting date: between 15 June-15 July according with other participants availability.

The internships will last between one to three months during summer, and the working hours are set to 40 per week.

The selected candidates will have a mentor who will follow their progress. In this way, the student will be able to improve their communication and intercultural skills, acquire non-technical skills that are appreciated in the labor market and develop a more entrepreneurial mentality.

Financial Details

Selected candidates will receive the following funding:

- Flights (going and return)
- Accommodation in individual bedroom in a shared apartment
- Free public transport
- Monthly Salary 300€
- Erasmus+ compatibility

Pre-Professional Summer Internship in Cyprus Public Transport (compatible with Erasmus+)

Description

Paid internship program in Cyprus where university students of various disciplines will perform assigned functions within specific departments, depending on their studies. The program will provide students with the necessary knowledge and tools to help them transition smoothly from the student experience, to working experience.

Cyprus Public Transport runs the urban buses in Nicosia and Larnaca. You will be welcomed by previous students that have already engaged successfully in a similar graduate's job scheme.

Requirements

To qualify for the internship program, the candidate must:

- Be a student of a university degree or have recently graduated.
- Have an upper-intermediate/advanced level of English

Interested applicants must send their CV to hr@publictransport.com.cy in order to be considered for the selection process. Applications close on 30th May.

Departments

Selected candidates will join one of the Company departments, based on their field study. The departments are:

- **Operations** – Divided into planning, control room and depots/stations. They coordinate and control the correct functioning of the routes.
- **Finance** – They carry the economic responsibilities of the company.
- **Engineering** – They control the correct maintenance of the bus fleet.
- **Human Resources** – Administrative support (recruitment, payroll, training, etc.)
- **Information Technology** – They monitor the operation of the company's computer network, in addition to the hardware.
- **Commercial** – Develop marketing strategies and action plans.
- **Safety** – Inspect and establish the company's health and safety protocols.

Program Details

Starting date: between 15 June-15 July according with other participants availability.

The internships will last between one to three months during summer, and the working hours are set to 40 per week.

The selected candidates will have a mentor who will follow their progress. In this way, the student will be able to improve their communication and intercultural skills, acquire non-technical skills that are appreciated in the labor market and develop a more entrepreneurial mentality.

Financial Details

Selected candidates will receive the following funding:

- Flights (going and return)
- Accommodation in individual bedroom in a shared apartment
- Free public transport
- Monthly Salary 300€
- Erasmus+ compatibility

Pre-Professional Summer Internship in Cyprus Public Transport for IT Department

(compatible with Erasmus+)

Description

Paid internship program in Cyprus where university students will perform assigned functions of our IT department. The program will provide students with the necessary knowledge and tools to help them transition smoothly from the student experience, to working experience.

Cyprus Public Transport runs the urban buses in Nicosia and Larnaca. You will be welcomed by previous students that have already engaged successfully in a similar graduate's job scheme.

Requirements

To qualify for the internship program, the candidate must:

- Be a student of a university degree or have recently graduated.
- Have an upper-intermediate/advanced level of English

Interested applicants must send their CV to hr@publictransport.com.cy in order to be considered for the selection process. Applications close on 30th May.

Key Duties and Responsibilities

Successful candidates joining the IT department will have different duties and responsibilities including:

- Assist in defining digital design
- Controlling issues and promoted improvements
- Populate the system
- Assist in the implementations of new procedures
- Training staff to use new tools

Program Details

Starting date: between 15 June-15 July according with other participants availability.

The internships will last between one to three months during summer, and the working hours are set to 40 per week.

The selected candidates will have a mentor who will follow their progress. In this way, the student will be able to improve their communication and intercultural skills, acquire non-technical skills that are appreciated in the labor market and develop a more entrepreneurial mentality.

Financial Details

Selected candidates will receive the following funding:

- Flights (going and return)
- Accommodation in individual bedroom in a shared apartment
- Free public transport
- Monthly Salary 300€
- Erasmus+ compatibility

Pre-Professional Summer Internship in Cyprus Public Transport for Commercial Department

(compatible with Erasmus+)

Description

Paid internship program in Cyprus where university students will perform assigned functions of our Commercial department. The program will provide students with the necessary knowledge and tools to help them transition smoothly from the student experience, to working experience.

Cyprus Public Transport runs the urban buses in Nicosia and Larnaca. You will be welcomed by previous students that have already engaged successfully in a similar graduate's job scheme.

Requirements

To qualify for the internship program, the candidate must:

- Be a student of a university degree or have recently graduated.
- Have an upper-intermediate/advanced level of English

Interested applicants must send their CV to hr@publictransport.com.cy in order to be considered for the selection process. Applications close on 30th May.

Key Duties and Responsibilities

Successful candidates joining the Commercial department will have different duties and responsibilities including:

- Support the development of new products in line with the Company's business strategy
- Assist with the lifecycle of the product from ideation to market
- Draft technical briefs detailing the product requirements
- Assist in the relations with all suppliers carrying out services for the team
- Assist in preparing reports of the department
- Support in the coordination of the different sales sources
- Provide initiatives for the internal and external communications

Program Details

Starting date: between 15 June-15 July according with other participants availability.

The internships will last between one to three months during summer, and the working hours are set to 40 per week.

The selected candidates will have a mentor who will follow their progress. In this way, the student will be able to improve their communication and intercultural skills, acquire non-technical skills that are appreciated in the labor market and develop a more entrepreneurial mentality.

Financial Details

Selected candidates will receive the following funding:

- Flights (going and return)
- Accommodation in individual bedroom in a shared apartment
- Free public transport
- Monthly Salary 300€
- Erasmus+ compatibility