**實習⽣**

**⼯作內容**

1. 協助正職⼈員處理⼯作上的事務,服務部⾨:業務,⽣管,研發,財務部⾨

2. 視從事部⾨⽽定，協助或負責特定⼯作事務,包含SAP系統操作,建立系統基本資料,協助主管供應鏈管理及⽣產管理

**⼯作制度／性質**

⼯作時間： ⽇班 說明：8:00-12:00或13:00-17:00

休假制度： 週休⼆⽇

⼯作待遇： 時薪160元/時

**⼯作位置**

台南市 安南區 安新⼀路53號

**要求條件**

⾝份類別：⽇間就學中

學歷限制：⼤學

科系限制：商業及管理學⾨

語⾔能⼒：英文

聽-略通 | 說-略通 | 讀-略通 | 寫-略通

中文

聽-中等 | 說-中等 | 讀-中等 | 寫-中等

附加條件：細⼼謹慎,樂觀主動,勇於嘗試者佳

**Hourly Internship (part time)**

Work content

1. Assist staff to deal with daily work matters, assisting departments: Sales, Production Management, RD, Finance department

2. Depending on the department engaged in, assist the supervisor to assign tasks, reference as below:

SAP system operation

Assist Supervisor to manage supply chain & production arrangement

Working Hours & Pay

operating hours: Day shift description: 8:00-12:00 or 13:00-17:00, 20 hours per week

Holiday System: Two days off every week

Work Pay: NTD160 per hour

Work location: No. 53, Anxin 1st Road, Annan District, Tainan City

Requirements

Identity category: School in the daytime, school at night

Educational restrictions: University

Additional conditions:

Careful and cautious, optimistic and initiative, those who are willing to try are better