

# IVECO

## Get going! Enter your apprenticeship!



Our apprentices in automotive engineering are supported in the workshop by journeymen at every branch. It is important to us that our apprentices fit well into the team, enjoy their job, and are open to learning new things. We want to promote your potential and take you on in the company if your performance is convincing.

We are looking for **YOU** for the following apprenticeship in **Vienna (1230)** and **Hörsching**:

## Office Clerk Trainee (f/m/d)

**Duration of training: 3 years**

### You will learn:

- receipt of goods and incoming inspection including invoice verification
- order processing and ordering
- external and internal correspondence using MS Office
- system-supported data management
- written and telephone processing of customer inquiries

### Our expectations of you:

- positive compulsory school leaving certificate
- interest in commercial training in a technical environment
- good manners and team spirit
- willingness to work and learn as well as punctuality

### Apprentice income (as of 2023):

1st year of apprenticeship: € 800.00  
2nd year of apprenticeship: € 1,025.00  
3rd year of apprenticeship: € 1,300.00



Performance bonus  
for good (school)  
performance



Meal allowance  
or meal  
vouchers



Comprehensive  
education &  
training



Coverage of  
boarding school  
& tutoring

Send us your complete application (CV including photo, school reports and why you have chosen this apprenticeship).

**Convince yourself and come by for a tryout session!**

Contact: Doris Supper, Specialist Human Resources

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