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Logistics Associate - Apprenticeship

Job Description

First Year Apprentice Vacancy

Aramex is now accepting applications for the Logistics Associate Apprenticeship.

Job Title: Logistics Apprentice

Main Location: Ballyboughal, Co. Dublin

Normal Hours: Monday and Wednesday to Friday 9am to 5.30pm, with a one-hour unpaid break. However, flexibility is required to meet the demands of the business. Education one day a week on Tuesday online/onsite.

Role Overview

Aramex are delighted to partner with the Logistics Associate Apprenticeship to give the opportunity to a strong candidate to join our team in various areas of the business. Becoming an apprentice with Aramex will develop an individual's experience and advance skills required in this progressive industry. The apprenticeship will benefit the individual by experiencing daily tasks, projects while putting practical experience to use from academic education with TU Dublin City.

This 2-year apprenticeship is standards-based, comprising of 1-day release to 3rd Level education during regular college semesters, culminating in annual examinations leading to a QQI Level 6 Higher Certificate in Logistics.

The schedule of experience for the apprentice is as follows:

Role Department Length Logistics Administration/Specialist Logistics Team 12 months Road Freight/Customer Service Road Freight Team 6 months Sea and Air Freight Sea and Air Team 6 Months

Aramex wishes to offer an opportunity to teach the key elements of freight forwarding within the company to a new apprentice. The successful applicant will be given training and support to enable them to become fully proficient in the role they are working on. This practical experience will enable the applicant to become an integral part of the company's operation.

This is an exciting role well suited to an ambitious professional looking for a new challenge and being part of a hardworking and collaborate team. Aramex can offer career development and progression with many of our team members excelling in their roles and enjoying the fast-paced world of logistics and supply chain.

Logistics Administration

Main Responsibilities

To act as key contact for logistics accounts

To assist as required with the receipt, storage, picking, wrapping, quality checking and dispatch of all

goods, which pass through the warehouse or are handled by Aramex.

Communicate with customers on stock levels and management of stock.

Assist with the sorting/organising of incoming stock arrivals.

Review of weekly audits and promotion of safe working practices.

Build strong customer relations and aim to exceed expectations.

Other ad-hoc and admin duties as required.

Road Freight

Main Responsibilities Manage several key customers accounts.

Proactively liaise with customers, suppliers, and partners to ensure a high-quality service.

Schedule drivers and vehicles to meet customer bookings.

Deal with customer queries in a professional manner.

For more information please see apprenticeship.ie

Note: As part of the national apprenticeship system, there are formal requirements for approval of an

employer's suitability to train apprentices and for registration of apprentices. Advertising on this site

does not guarantee that Employers are approved to recruit and train for apprenticeship positions.

· Sector: activities of extraterritorial organisations and bodies

Career Level

• Not Required