



# Example of Career Trainee Job Description

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Our innovative and growing company is hiring for a career trainee. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for career trainee

- Assigned projects specific to the business objectives for process improvement which focus on business impact improvement/initiatives
- Taking immediate ownership of operational responsibilities within the Global Controlling of one of our Business Units
- Actively taking part in international controlling projects
- Pursuing further steps into other finance disciplines, Corporate Controlling, Treasury, Audit, Accounting, Tax, but also in interface areas with our foreign subsidiaries and other Business Units
- Support Profitability by Customer Reporting on time at the right quality
- Perform routine and emergency maintenance and repairs on all types of substation protective relay systems, control equipment, and communications equipment
- Installs, commissions and tests substation protective relays, digital and analog telemetering, power-line carrier transmitters/receivers, wave-traps and carrier tuning equipment, transfer trip carrier and tone equipment, transducers, digital fault recorders, sequence of events recorders, substation PLCs and CPUs, remote terminal units, transformers, breakers, and substation communications circuits from the demark point to all internal substation equipment
- Commissions, maintains and tests current transformers, coupling capacitors, fiber optic cable to high voltage equipment and substation control cable in substations

## Qualifications for career trainee

- Be hardworking, always aiming high but ready to start from the very beginning and learn from your own experience
- Have ambition and a clear sense of mission
- Be ready to help others, learn from every member of your team, believe in team success and respect diversity
- Possess excellent communication skills and ability to work with different people
- Have ability to adapt in a fast-changing retail environment that requires a high degree of multi-tasking
- Bachelor's degree (preferably in management, economics or HR management, but candidates with other majors are also welcome to apply)