

ARMANI

Hotel Milano

ENGINEERING INTERN

Armani Hotel Milan is looking for an Engineering Intern to join our Engineering Department. We are looking for a candidate who has a passion for delivering great customer service and excellent organizational skills.

MAIN RESPONSIBILITIES

- Support the Engineering team in the general administration of the Department, including proper C.A.R.E (Clean And Repair Everything) and repair of all buildings, fixtures, fittings, and equipment as technical improvements, preventive maintenance and utilities consumption control;
- Ensure all work orders are closed efficiently once complete and are handled effectively;
- Check on correspondences and documents before dispatching and filing;
- Maintain and up-date as required a departmental filing system, which ensures that documentation is easily accessible;
- Be always punctual for meeting deadlines.

QUALIFICATIONS AND EXPERTISE

- Reading, writing and oral proficiency in English and Italian;
- Excellent communication and organization skills;
- Strong working computer skills and knowledge including Excel and Word;
- Able to work calmly and confidently under pressure.

Applicants must hold legal authorization to work in Italy at the time of application.

GENERAL INFORMATION

Type of work: Stage

Locality: Milan, Italy

Department: Engineering

Languages: English, Italian

Start Date: September 2020

Duration: 6 months