

## Australia WIE



**Employer:** Ethical Trade Alliance  
**Internship Position:** Logistics Intern  
**Industry:** Logistics  
**Duration:** Jun – Aug (8 weeks)  
**Placement Location:** Melbourne, Australia  
**Job Code:** AUDET01



The Ethical Trade Alliance has been established to simply leverage innovative technology to enable consumers to make informed choices about the products they purchase.

Our global organisation, provides an independent, third-party platform which supports industry associations in up skill their manufacturers which in-turn increases their export success by improving their operations across the four key pillars of corporate ethics and sustainability, along with complete end-to-end product trace-ability. <http://ethicaltradealliance.com/>

### Job Description

- provide support in sustainability procurement audits, planning analysis and sustainable distribution solutions
- provide support in handling logistics operation process
- assist in all activities related to procurement and shipping
- assist in preparing logistics documents
- assist in maintaining and checking proper records and files of all relevant documents
- assist in translating documents
- perform other ad-hoc assignments.

**Related discipline:** LMS

### Language Requirements

- Good command of spoken and written in English.