



**Q.C.M. Holding** AG is a leading Swiss aviation services company headquartered in Belp, Switzerland, with campuses in Vienna, Prague, Budapest, and Poland. With a team of highly trained aviation experts, Q.C.M. offers a wide range of aviation services for business jet owners & operators, including flight organization & planning, courses & training for aviation professionals, DOA, and fleet management as an approved CAMO.

The **Flight Dispatch & Operations Team** at Q.C.M. provides exceptional flight services to ensure the safe and efficient operations of our clients' aircraft.

As an intern in our Flight Dispatch & Operations department, you will have the opportunity to gain valuable experience and contribute to the success of our dynamic team.

## Internship – Flight Dispatch & Operations

**Duration:** 9-12 months  
**Location:** Belp, Switzerland

### Overview:

We are seeking a motivated and detail-oriented individual to join our team as a Flight Dispatch & Operations Intern. This internship offers a unique opportunity to work closely with our experienced flight dispatchers and operations staff, learning the intricacies of flight planning, logistics, and operational coordination. As an intern, you will play a vital role in supporting our flight operations while gaining valuable insights into the aviation industry.

### Tasks & responsibilities include:

- Provide administrative support to projects within Flight Dispatch & Operations, including Flight Records administration and Operations Systems administration
- Assist the Flight Dispatch & Operations team with daily operations procedures & tasks, including setting up flight paths

### Qualifications & Requirements:

- Strong passion for aviation and a genuine interest in flight dispatch and operations.
- Fluent in English (additional languages are a plus)
- Proficient in MS Office applications
- Strong interpersonal and communication skills
- High sense of responsibility and reliability
- Excellent organizational skills and attention to detail
- Willingness to learn, take initiative, and contribute to the team's success



## What we offer:

- Hands-on experience and exposure to various aspects of flight dispatch and operations, including technical aviation software
- Mentorship and guidance from experienced professionals in the aviation industry
- Opportunities to participate in internal training programs and industry-related workshops
- Networking opportunities with professionals in aviation and related fields
- Potential for future career growth and employment opportunities within the company
- Opportunities to visit other Q.C.M. campuses throughout Europe, to gain insights into how other aviation service departments operate

Join our team and embark on a rewarding internship experience in flight dispatch and operations. Help us ensure safe and efficient flight operations while gaining valuable skills and knowledge in the aviation industry.

This position is limited to 1 year with a 100% pensem and tailored to aspiring Aviation students at the ZHAW.

## To Apply:

Please send an up-to-date CV and motivation letter with the reference '**Internship - Flight Dispatch - Belp**' directly to [hr@qcm.ch](mailto:hr@qcm.ch)

Apply today to kick-start your career in aviation!