



Internship Flight Ops Policy, Procedures & Engineering (100%, all genders)

Are you eager to peek behind the scenes of flight operations and actively contribute to the aviation industry? In this internship position, you will play a crucial role in supporting our specialized departments in creating and disseminating flight operation manuals and publications. This opportunity provides an immersive experience in understanding the structure and collaboration within SWISS Flight Ops.

Tasks

The work scope comprises three departments addressing operational aviation matters. During your internship, you will be reporting to the Head of Flight Ops Documentation & Deployment.

- Collaborate in the development of essential handbooks tailored for both pilots and cabin crew members.
- Engage in the process of publishing manuals and documents relevant to aircraft operations.
- Participate in diverse projects, working closely with responsible individuals in different areas.
- Provide support in routine administrative duties, contributing to the overall efficiency of the Flight Ops Policy, Procedures & Engineering department.

Requirements

- We are seeking motivated, team-oriented, and open-minded graduates from high schools with proficient German and English language skills.
- A meticulous and precise work approach, coupled with enthusiasm for the airline industry, is essential.
- Completion of high school education or equivalent (Gymnasium, specialized school, business school).
- Structured and independent work style with high resilience and the ability to manage multiple tasks simultaneously.
- Capability to see the bigger picture while maintaining a keen attention to detail.
- Enthusiasm to represent SWISS as an employer.
- IT proficiency and advanced knowledge of MS Office applications (Word, Excel, Outlook, PowerPoint, Microsoft Teams).
- Interest and willingness to familiarize oneself with aviation-related topics.

Facts

Location:	Kloten
Employment level:	Internship
Function:	Crew Training
Working time:	80–100%
Salary:	CHF 1'700 monthly
Publishing date:	02. January 2024
Application deadline:	23. January 2024
Starting date:	August 2024

Benefits



Attractive
company
pension
scheme



Profit-sharing
programme



Subsidized
parking or
public
transport



Company
health
management



25 days of
annual
vacation



Nursery



Flight benefits



Remote
working



Modern Offices



Diversity
programmes



Discounts



Employee and
networking
events



Paid maternity
and paternity
leave

Contact

Please apply via our career page swiss.com/career.

The contact person is Manuela Ferber.

We are looking forward to your application.

Company

About Swiss International Air Lines AG

It's the little differences that make working at SWISS so appealing. The fact, for example, that we treat every detail with care, see quality in terms of hospitality and view nationality through an international lens. In a similar way, we see variety as richness, a job as an experience and SWISS as a world of inspiration. You, too, will be stimulated in our special working environment – one in which, wherever you are, you'll always feel: Truly SWISS.... where people matter.

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