

## Supply Chain Internship

- Largest designer glasses e-commerce retailer worldwide (smartbuyglasses.com)
- Multicultural team representing over 20 nationalities
- Fast growing, dynamic and young company culture

### Company Profile

Founded in 2006, Motion Global is a dynamic and fast growing e-retailer with a specialty in designer eyewear. With operations across Asia, Europe and America, Motion Global has become a global market leader in over 20 countries. With over 140 employees, we retail eyewear from the world's top luxury designer brands including Gucci, Ray-Ban, Carrera, Dolce & Gabbana and many more. Motion Global has a unique, young, international and entrepreneurial culture that promotes fast career progression and self-development. Passionate and effective employees are usually promoted quickly to managerial positions, operating teams with high degrees of responsibility.

For more information see: [www.motionglobal.com](http://www.motionglobal.com), [www.smartbuyglasses.com](http://www.smartbuyglasses.com), [www.visiondirect.com.au](http://www.visiondirect.com.au)

### The Position

We are looking for an enthusiastic, responsible, and detail-oriented intern with strong organisational and communication skills. This person will assist in the tracking of goods and supplies within the Supply Chain network, as well as assist with our customer support. This is the opportunity to gain experience in international supply chain covering 30 countries across the world.

We would not only train you on the Supply Chain processes; upon successful completion of the Internship, we would provide you a career development path into a future Team Leader position.

### Your role will involve but not limited to:

- Processing customer's payments and refunds
- Handling order enquiries and tracking from customers
- Resolving disputes on payments and refunds
- Giving regular updates to our major partners
- Confirming affiliate commission

### The Qualified Candidates

- Currently pursuing or recently graduated with a Bachelor Degree from a reputable University
- Proficiency in using Microsoft Excel and other Office products
- Computer savvy or enjoy doing work in front of a computer
- Excellent attention to details and at working with a large quantity of numerical data
- Business level of English; especially in writing
- Available to work at least 4 full days a week