



building a better future

Paid Internship Junior IT Supporter

Employment based in Switzerland at Cemex Innovation Holding ag, Brugg BE;
Yearly internship program from August 2024 till July 2025

The Cemex Innovation Holding R&D center based in Switzerland conducts research in Cement, Concrete, Admixtures, as well as in Processes and IT to drive progress in the construction industry to deliver innovative and transformational solutions. This multidisciplinary team of experts collaborates closely with customers to offer unique, integrated, and cost-effective sustainable solutions that meet their specific performance requirements. Within this context support by IT is essential for conducting the activities pertinent to each sector to guarantee the proper hardware, software, connectivity, as well as the best professional technical support and handling of the IT documentation, asset inventory, end user guides and making sure that the best practices are constantly updated and communicated while respecting the Global IT policies, security measures etc.



Activities:

- Provide technical support for hardware and software issues by responding to requests either in person or over the phone /chat,
- Assist with updating and maintaining IT documentation,
- Help to maintain and update IT inventory and end user guides,
- Troubleshoot network connectivity issues along with network teams,
- Assist in IT projects and initiatives as assigned by the IT responsible,
- Train end users on best practices,
- Work along the Cemex IT responsible.



Our requirements:

- Basic understanding of computer hardware and software,
- Basic knowledge of Windows and Mac operating systems,

- Basic knowledge of Microsoft Office and other common software applications such as Sharepoint,
- Basic knowledge of networking, security, and cloud computing concepts,
- Excellent problem-solving skills,
- Strong communication skills,
- Attention to detail, proactiveness and perseverance,
- Ability to work independently and as part of a team,
- Ability to learn quickly and adapt to changing technologies,
- English level at B2/C1,
- Desirable: Spanish, French or German language knowledge.

What can you gain?

- Gain experience working in a professional IT environment within an international company,
- Opportunity for on-the-job training from experienced IT professionals,
- Opportunity to work with a variety of hardware and software technologies,
- Develop your technical and soft skills through mentoring and feedback,
- Enhance your resume and portfolio with real-world projects and achievements,
- Monthly salary,
- Assistance with accommodation upon arrival in Switzerland,
- 2 weeks vacations per every six months.

Poznaj CEMEX:



pracuj.pl



W naszych rekrutacjach stosujemy zasady równości i poszanowania różnorodności. Zatrudniamy kandydatów najlepiej spełniających wymagania na danym stanowisku, bez względu na stopień sprawności, wiek, płeć, pochodzenie lub inne cechy podmiotowe.

Jeżeli czujesz, że ta praca jest dla Ciebie, kliknij

APLIKUJ