



**AirCargoBelgium**

Air Cargo Belgium vzw  
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## Junior Project Member - Excellent learning environment

Come work as a project member at a growing organization that offers opportunities to advance and learn alongside accomplished business leaders.

### **The Company:**

As the air cargo community representation, ACB (Air Cargo Belgium) strives to make BRUcargo the most attractive, efficient, innovative and successful logistical platform.

On behalf of airlines, handlers, forwarders, the airport authority and other stakeholders, we set out strategic and ambitious goals for the development of air cargo. We put in place procedures for improved operations, take the lead in projects and we get in contact with all stakeholders and government agencies to address topics of common interest. We do this by a strong community cooperation and approach.

At all times, our goals and objectives are in the interest of the air cargo community as a group and to the overall benefit of our industry.

### **The Position:**

We're looking for a full-time junior project member. Are you passionate about Air Cargo? Are you looking for an ambitious new project to test and grow your skills?

You are responsible for supervising a project from the start until it is completed, this in cooperation with the project's chairman. You provide the administrative guidance on project execution and your activities are carried out based on the specifications and instructions of the director and chairman.

The rules and standards governing project management and the requirements for each project are spelt out by the director. It is expected of you to spell out and communicate these rules and standards to other members of the team so as to ensure that these rules and regulations are strictly adhered.

Do you feel addressed? Come join our great team!

**The Benefits:**

- Meal vouchers.
- Eco vouchers.
- Hospitalisation insurance (DKV).
- Flexible rewarding scheme.
- Flexible workhours.

**The Location**

Air Cargo Belgium is based in BRUcargo, Machelen. At the 6<sup>th</sup> floor of the main building you have a panoramic view on the runway of our airport, the city of Brussels with her Atomium and Basilica of the Sacred Heart. On the ground floor you can enjoy your lunch in our own community self service restaurant.

**What do we expect:**

- Bachelor's degree Logistics Management;
- Solid background with understanding and/or hands-on experience in Logistics or Cargo;
- Thorough knowledge of the Cargo and Logistics market;
- Project development experience, project management experience;
- Excellent written and verbal communication skills in Dutch, French and English (knowledge of other foreign languages is an asset);
- Strong working knowledge of MS Office;
- Risk management experience in project management;
- Vast knowledge of important elements of project management, i.e. the project description, the project span, quality, needed resources, possible risk, relevant regulations and guidelines, most viable options, relevant tools and methods available for execution;
- Proficiency in analyzing and solving problems related to projects;
- Outstanding human relation skills evident in the ability to work with the team;
- Excellent client-facing and communication skills;
- Proficiency in customer relations;
- Excellence in gathering help needed in developing a working project management plan;
- Strong ability to give attention to details, multi-tasking skills, as well as tested organizational skills;
- Strong knowledge and prowess in using modern information and communication technologies to projects;
- Ability to be proactive and independent, and to be interdependent on the team.

**Why Should You Apply?**

- Great start of a career within Air Cargo.
- Excellent growth and advancement opportunities.
- Joining a young enthusiastic team.

**How to apply?**

Send your resume and short motivation letter to [evi.hiels@aircargobelgium.be](mailto:evi.hiels@aircargobelgium.be)