

Training to become a Specialist for Office Management with LSG Sky Chefs

You will get to know more than just the “daily office grind”, when you decide to complete your commercial training with LSG Sky Chefs to become a Specialist for Office Management.

In our large enterprises at the Frankfurt or Munich airports, an equally interesting and challenging environment along with comprehensive insight into the administrative processes of the worldwide largest provider of in-flight service solutions, awaits you. Here, you will be qualified to handle IT systems, internal and external correspondence along with a variety of administrative activities.

You will get to know the commercial and logistical functions of the company while acquiring a wide range of knowledge regarding procedural methods and corporate relationships within the airline catering business.

Facts

- Within 3 years you will receive first class training to become a Specialist for Office Management.
- At vocational school, you will acquire an extensive theoretical qualification.
- Your practical training will take place in our large enterprises at the Frankfurt or Munich airport.
- You will receive insights into the fields of controlling, order and invoice processing, office organization, human resource management and administration, as well as into accounting.

Requirements

- Good results on your secondary school certificate, completion of commercial college, advanced technical or general university entrance qualification
- Capable of expressing yourself well in German
- Good English language skills
- Organizational talent, independent, team-capable
- Keen sense for numbers

Training begin

After school summer vacation in Hesse or Bavaria

Application period

Approximately one year before training starts you will find a job ad in our job offers. You can directly apply there.

Please apply online at www.Be-Lufthansa.com.

For the online application you will need information from your CV as well as your school grades from the last four semesters.