



Based in Alzenau, near Frankfurt in Germany, Hyundai Motorsport GmbH is responsible for Hyundai's global motorsport activities and primarily for its World Rally Championship program. In parallel to its World Championship winning WRC campaign, Hyundai Motorsport's Customer Racing department was created with the aim of enhancing Hyundai's motorsport image around the world with the Hyundai i20 R5 rally car the Hyundai i30 N TCR, Veloster N TCR and Elantra N TCR for circuit racing.

## We are now hiring a **Logistics Assistant**



### **Main tasks**

- Prepare business trips including all logistical planning and booking
- Process and organize visa applications for the team
- Prepare team clothing and driver equipment for test and rollouts
- Book event facilities, test tracks, external workshops and catering
- Keep track of invoices for budget control
- Manage expense claims of employees and credit card statements
- Prepare test and rollout schedules
- Provide support to the logistics unit and prepare reports
- Arrange meetings, appointments and maintain travel details

### **Qualifications**

- Bachelor or Master degree in related field or equivalent education through experience gained
- Minimum 2 to 3 years of relevant work experience in Logistics
- Fluent English both written and spoken is mandatory, speaking German is an advantage
- You complete tasks with minimal guidance and work under pressure to meet deadlines
- You have a good knowledge of SAP or another comparable system
- Perform through a service-oriented and flexible attitude
- Provide support to other departments with a high skill in communication

Application to **[jobs@hyundai-ms.com](mailto:jobs@hyundai-ms.com)**

Further information about Hyundai Motorsport : [motorsport.hyundai.com](http://motorsport.hyundai.com)  
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