



**BRITISH AMERICAN  
TOBACCO**



British American Tobacco ([www.bat.com](http://www.bat.com)) is a market leading, global organization with a long, established history and a bright and dynamic future. Thanks to our people we have continued to deliver growth and exceed expectations in an increasingly complex and challenging marketplace.

Our aim is to become the leading tobacco company in each of our markets by providing excellent products with confidence and responsibility expected of global consumer brands.

If you have the talent and motivation to help us succeed you'll find we are equally committed to helping you reach your full potential too.

### **Internship in HR department**

*(location: Kanfanar, Croatia)*

Internship is a 3+ months' contract for active individuals, who are ready to start their career in HR field. It is a dynamic work alongside talented professionals to contribute to challenging & exciting tasks. Internship provides real experience and an opportunity to build expertise for the further development in HR.

#### **List of main responsibilities:**

- Coordination of Internship program within organization
- Primary candidate screening and selection for Interns positions
- Schedule candidates for interview
- Maintaining candidates database
- Training events organization
- Participation in other HR activities

#### **Essential requirements:**

- Student of 4th or 5th year of study
- Fluent English and Croatian
- Excellent PC skills
- Experience in HR is a plus (Recruitment, HR administration, Training events organisation)
- Good communication and organization skills
- Strong drive for result, ability to work independently, "can do" attitude

#### **We propose:**

- Official letter of recommendation upon successful completion of the internship
- Opportunity to pursue HR career within the company upon successful completion of the internship
- Development in multinational company
- Period: 3 months, full or part time

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