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Cardiff Airport Summer Internship Programme 2025 In UK

Description

Cardiff Airport is excited to offer an internship programme for summer 2025. This internship is an excellent opportunity for students or recent graduates to gain hands-on experience in the aviation and transport industry. Interns will work closely with a variety of departments, gaining exposure to the day-to-day operations of a busy international airport. The internship is designed to enhance personal and professional development while contributing to Cardiff Airport's mission to provide exceptional service to its customers.

Responsibilities

- **Assist with Airport Operations:** Work alongside operational teams in areas such as passenger services, ground handling, security, and flight operations to ensure smooth airport processes.
- **Customer Service Support:** Help deliver excellent customer service by assisting passengers, resolving queries, and ensuring a positive travel experience.
- **Administrative Tasks:** Assist in managing documentation, processing requests, updating databases, and preparing reports.
- **Safety and Compliance:** Learn about and assist with the implementation of airport safety protocols, regulatory compliance, and health and safety procedures.
- **Project Assistance:** Support ongoing airport projects, including facility upgrades, environmental sustainability initiatives, and customer experience improvements.
- **Data Analysis and Reporting:** Assist in data collection, performance tracking, and contributing to operational reports.
- **Team Collaboration:** Collaborate with teams across different departments to provide support and contribute to the achievement of departmental goals.

Qualifications

- Must be currently enrolled in a degree programme or a recent graduate in a relevant field such as Business Management, Aviation, Transport, Hospitality, or Tourism.
- GCSEs or equivalent, including Grade C or above in English and Maths.
- A passion for the aviation industry, customer service, and travel.

Experience

- No previous professional experience is required, although experience in customer service, hospitality, or any operational role will be an advantage.
- A keen interest in the aviation sector and an enthusiasm for learning about the operations of an airport.
- Ability to work in a fast-paced, dynamic environment and handle multiple tasks simultaneously.

Hiring organization

Cardiff Airport Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Airlines and Aviation

Job Location

Rhoose, Wales, United Kingdom, CF62 3DA,, Rhoose,, Wales,, United Kingdom,

Working Hours

8

Base Salary

10

Date posted

February 18, 2025

Valid through

19.01.2026

Skills

- **Communication:** Strong written and verbal communication skills, with the ability to engage with both staff and passengers.
- **Problem-Solving:** Ability to think on your feet and resolve issues as they arise, ensuring minimal disruption to operations.
- **Organizational Skills:** Strong attention to detail with the ability to manage time effectively and stay organized in a busy work environment.
- **Teamwork:** Ability to work well in diverse teams, demonstrating flexibility and willingness to assist others.
- **Adaptability:** Comfortable in a dynamic and evolving environment, with the ability to adapt to new tasks and challenges.
- **Tech-Savvy:** Familiarity with common office software such as Microsoft Office Suite (Word, Excel, PowerPoint) and the ability to learn new systems quickly.

Job Benefits

- **Paid Internship:** A competitive stipend to support you throughout the internship period.
- **Hands-On Experience:** Gain valuable, real-world experience in the aviation industry, a fast-growing and dynamic sector.
- **Professional Development:** Access to training, mentoring, and networking opportunities that will enhance your career prospects.
- **Travel Discounts:** Potential travel perks, including discounts on flights and services at the airport.
- **Insight into Airport Operations:** Opportunity to learn from experienced professionals across various departments within the airport.
- **Certificate of Completion:** Receive a certificate upon successful completion of the internship, highlighting your skills and contributions.

How To Apply

To apply for the Cardiff Airport Summer Internship Programme 2025, please follow the instructions below:

1. **Submit an Online Application:** Visit our careers page and complete the online application form.
2. **Upload CV and Cover Letter:** Include an updated CV and a cover letter that explains why you are interested in the internship and how your skills align with the programme.
3. **References:** Provide contact details of two references who can vouch for your suitability for the internship.
4. **Application Review:** All applications will be reviewed by our recruitment team. Shortlisted candidates will be invited for an interview.
5. **Interview Process:** Interviews may be conducted virtually or in person and will assess your motivation, skills, and suitability for the role.

[Job Vacancies Portal Here:](#)