



Rialtas na hÉireann
Government of Ireland



Arna chomhchistiú ag
an Aontas Eorpach
Co-funded by the
European Union



This project is co-funded by the Government of Ireland, through the Department of Social Protection, and the European Union.



An Exciting Opportunity for **Work Experience in Finance Department at Aramex**, Belinstown, Dublin, A41 FV07

Important Information:

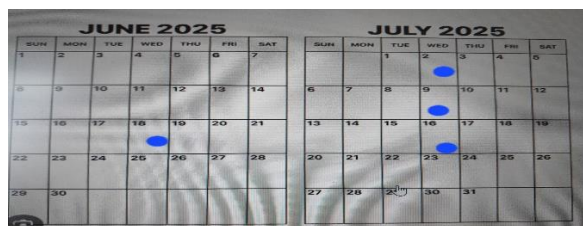


Getting There

There is no Public Transport Available to Aramex location

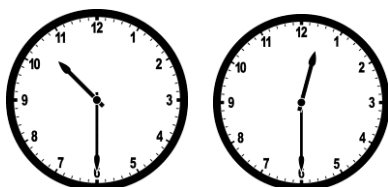
All Candidates need own transport to and from work experience

Dates



Start Date: 18th June 2025
Week 2: 2nd of July
Week 3: 9th of July
End Date: 16th of July

Time



10.30 am – 12.30 pm

TASKS



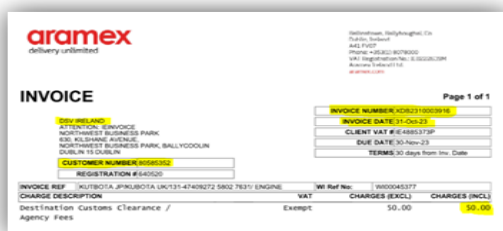
Filing and organising records



Recording receipts



Letting the team know what to order



Checking records and invoices



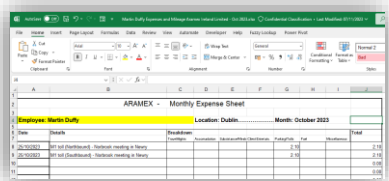
Organising office supplies



Helping with reports



Using the computer



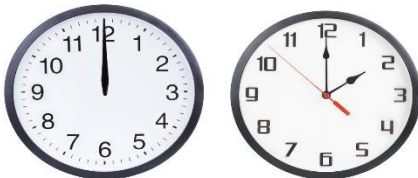
Imputing Data on Computer

Interview Date:



**Thursday
12th of June 2025**

Interview Time Slots:



**Individual interview slots will
be allocated between:
12.00pm - 2.00pm**

Where?



**Head Office St. Michael's
House, Ballymun Road,
Ballymun, Dublin 9, D09 DX37**

**Teams – We can interview you
online**

How to apply:

**Please send your CV or email of interest to
supportedemployment@smh.ie**

Closing Date: Friday 6th of June 2025

