Air Cargo Systems Support Intern

Primary Location 1400 N. HURSTBORNE PARKWAY , LOUISVILLE, KY - United States, 40223**Job ID** 346428

Job Title: Air Cargo Systems Support Intern

Department: Air Cargo Marketing - Louisville, KY 40223

Days: Monday - Friday   **Hours:** 8:00am – 5:00pm

Job Description:

The Air Cargo Systems Support Intern will work in a professional office environment with members of a team. Will consist of telework and reporting to the office. Work at various locations locally. The position has contact with all levels of management. The intern is responsible for development, monitoring and maintenance of various departmental applications, databases, queries, reports, and presentations. He/She displays excellent oral and written communication skills, programming ability and skills utilizing the MS Office Suite of products as well as web and database development tools. This position maintains a high level of responsibility as the result of his/her actions and decisions have an impact on the services and finances of the organization. Candidates must be in school pursuing degree or have graduated within the past two years.

Responsibilities include:

Develops and Tests C# applications for Internal Customers.

- Develops applications utilizing project steps, documentation, analysis, building, testing, and implementation to ensure viable processes are utilized on projects.
- Interacts with various departments (e.g., Louisville Web Developers, Data Resource Management, Transportation Technology Group, etc.) to develop and test applications.
- Observes current work processes on internal customers (e.g., Air Cargo Marketing, Industrial Engineering, etc.) to ascertain and document business requirements and process improvements.
- Maintains and monitors existing ColdFusion and MS Access applications to ensure continued functionality.
- Conducts peer review meetings to ensure accuracy of application and database development projects.

Maintains Departmental Development Standards

- Uses internal monitoring tools and documentation based upon departmental processes to maintain project tracking.
- Maintains a working knowledge of the technical skill set to ensure department development standards for web and database design are maintained.
- Maintains current data structures utilizing SQL programming and Visio diagramming tools to ensure processes are properly mapped.

Required Skills:

- Knowledge of C# or other .NET programming language.
- Knowledge of Microsoft Office products including Word, Excel, PowerPoint, and Access.

Preferred Skills:

- UPS experiences including Air Cargo and/or E2K; HTML programming language, ColdFusion (or similar experience experience), Visual Basic, Visio, JavaScript, ASP and/or CSS, .Net, and SQL.

Interpersonal Skills:

The successful intern will be goal and detail oriented, resourceful with an interest in problem solving, focused on customer service and a team player with excellent verbal and written communication skills.