

Retail Support Representative (RSR) - Intern (Portuguese)

Adamek Eszter

+36 80 343 333

adamek.eszter@pannondiak.hu

We are seeking a detail-oriented **Performance & Business Support Analyst** to assist the FBT PPM team with data preparation, reporting, sales & marketing performance tracking, and month-end/planning support. The role includes cross-functional collaboration and contributing to continuous improvement of performance management processes.

Tasks

Data & Reporting Support

- Support the FBT PPM team with **data manipulation**, **data cleaning**, and **basic analytics**
- Prepare and update **standard reports** and **dashboards**

Month-End & Planning Support

- Assist team members with **ad hoc requests**
- Support **month-end closing activities**
- Participate in **planning and forecasting preparations**

Sales & Marketing Performance Tracking

- Monitor and support **sales & marketing initiatives**, including **pricing analysis**
- Ensure accurate tracking and profitability analysis

Cross-Functional Collaboration

- Partner with business stakeholders to provide **detailed performance insights**
- Support analysis of key focus areas to enable informed decision-making

🔗 Continuous Improvement



- Contribute to the **continuous improvement** of management information (MI) processes
- Ensure data **accuracy, timeliness**, and alignment with evolving business needs

Expectations

- 🎓 Ongoing studies in **Finance, Business, Economics, Data Analytics** or related fields (**Hungarian University**)
- 🧠 Strong analytical mindset and attention to detail
- 💻 Good Excel skills; familiarity with data tools (Power BI, SAP, etc.) is an advantage
- 🗣️ Strong communication skills and ability to collaborate with stakeholders
- ⌚ **Ability to work at least 20 hour a week**
- 👥 Team player with a proactive attitude
- 📖 Willingness to learn and continuously improve

Co offer

- 🎓 Opportunity to gain experience in **performance management** and **business analytics**
- 🤝 Supportive, collaborative team environment
- 📈 Professional growth and learning opportunities
- 🕒 Flexible working conditions (depending on role setup)

-  experience in a multinational business environment
-  **Competitive hourly wage: 2145 HUF/hour**

Data protection

Data protection