



Forum Train Europe, the European platform for Railway Undertakings for Capacity Management and Timetabling, is looking for a

Trainee

Who we are?

Organising the European Timetable Conferences for nearly 150 years, Forum Train Europe is the European platform for Railway Undertakings and service companies for Capacity Management and Timetabling. FTE's mission is to serve as the think tank and network service provider in these areas. The association promotes the European-wide standardisation of processes and tools, develop the future management of capacity on the whole continent and by this help to increase the competitiveness of rail. At present, the association has 90 members in 30 European countries, doing business in both passenger and freight markets.

Traineeship offer

We invite a university student/graduate to become part of our experienced and committed team for several months and by this boost her/his career. You will participate in real projects and contribute to the daily work of our organisation. You will test your soft skills, but principally also develop a good basis of hard skills in the railway business. Therefore, the traineeship is very suitable for a person with a passion for railways and with the high motivation to continue the career within the railway sector. Our office is located in Bern within the welcoming and stimulating work environment of Swiss Federal Railways (SBB). We are used to working remotely, thus your exact physical presence at the office is upon the mutual agreement. Nevertheless, you should expect several business trips over Europe.

You might support us in

- the change management of the TTR programme (<http://ttr.rne.eu/>), currently one of the most important railway projects in Europe, which will totally change the planning and allocation of capacity
- drafting future business processes (e.g. for temporary capacity restrictions, complete business chain integration, allocation priority criteria)
- organisation of timetabling conferences to harmonise European trains for next timetable period
- organisation of international working groups of RUs and other railway stakeholders
- communication with various RUs in Europe, including draft of communication plans
- in EU funding applications

Tasks are selected based on your capabilities and changes in the FTE working programme.



Forum Train Europe
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Your profile:

- High motivation and passion for railways
- Fluency in English (B2+)
- Outstanding language skills in another language of the EU (especially PL, HU, SI, HR, RO, BG, DE, TR) is considered a plus
- Proficiency in MS Office
- Any of the following topics of interests are considered as a plus:
 - Timetabling and or rail capacity planning
 - Logistics – multimodal transport
 - Allocation and train priority criteria / Cost-Benefit Analysis
 - Infrastructure charges
 - Communication and design

Note that Forum Train Europe also offers cooperation for limited number of [thesis topics](#). The thesis cooperation is independent from the traineeship, but students with thesis agreement are able to apply for the traineeship and use it partially for the thesis elaboration.

We are waiting for your application. Please submit your CV accompanied with a short motivation letter up to 1000 characters to the **International Office at the Faculty of Economics and Administration** (stepanka.lackova@econ.muni.cz). You can find what the motivation letter should include [here](#).

The **deadline for the application is 30 September 2023**. The best candidates will be called for a short interview in English.

The selected candidate(s) can join FTE for several months. The proposed period is: January 2024 – July 2024. Exact dates are upon mutual agreement.

The financial support is provided the Erasmus+ programme. FTE will supply IT, office stationeries and cover the business travels.