



Looking for a Challenging Internship in the Energy Sector?  
TotalEnergies Marketing Mauritius Ltd is hiring an enthusiastic  
Administrative Trainee to join its Retail Team

TotalEnergies Marketing Mauritius Ltd is a subsidiary of TotalEnergies SA and has been operating in Mauritius since 1956. TotalEnergies is a broad energy company that produces and markets energies on a global scale: oil and biofuels, natural gas and green gases, renewables and electricity. Active in more than 130 countries, TotalEnergies puts sustainable development in all its dimensions at the heart of its projects and operations to contribute to the well-being of people.

We are currently looking for a dynamic, flexible, proactive team player who will join our team as 'Administrative Trainee'.

We are looking for a candidate with following qualifications:

- Bachelor's degree in marketing / management
- Knowledge of Microsoft Office (especially Excel, Word, and PowerPoint)
- Detail oriented
- Ability to work under pressure.
- Good verbal and written communication skills
- Fluent in English and French

Remuneration: Stipend and Transport will be refunded.

Working Days: Mondays to Friday

Working hours shall be in accordance with the prevailing Labour Legislation (as amended from time to time)

You are kindly requested to send your CV/ Motivation Letter on following email address:  
[mu-careers@totalenergies.com](mailto:mu-careers@totalenergies.com) by the 09 March 2024

Learn more on TotalEnergies Marketing Mauritius Ltd: <https://services.totalenergies.mu/>