

Dear partners,

Iuav, University of Venice, Italy, (I VENEZIA02) offers places of 3 months for students to work within the framework of Erasmus+ Traineeship in the:

INTERNATIONAL RELATIONS OFFICE

If you are an open-minded person, ready for challenges and wishing to work in an international environment, enquire about it and apply for the Traineeship at mobilitastudenti@iuav.it

Criteria for the candidates:

Working: Support for the mobility programs in our International Office.

Department: Students Services.

From 20th September 2017 to 20th December 2017 (3 months mobility).

Christmas closing period.

From 15th January 2018 to 15th April 2018 (4 months mobility).

Language: English (B2), Italian (B2).

Documents: Curriculum Vitae, letter of motivation for doing the Traineeship.

I am looking forward to hearing from you.

Best regards,

Maria Gatto

Skills and Other Requirements

Language skills	fluent English and Italian B2
Computer skills	Familiar with Microsoft Windows and Office applications
Drivers license	Not required
Salary	No financial contribution No accommodation offered

Traineeship Information

Department/ Function	International Relations Office
Description of Activities	Participate in the mobility programmes organization: - Bilateral agreements, - Staff mobility missions, - Travelling and accommodation organization (Incoming and outgoing) - Certificates for students abroad for studies or for Traineeship
Location	International Relations Office. Iuav - Campo della Lana – Santa Croce 601 – 30135 Venezia (Italia)
Periods	20th September to 20 th December Or 15 th January to 15 th April

Duration	3 months
Working hours/week	30 hours/week
Accommodation	After the acceptance possibility to book the Student House mailing to: Adriana.gatto@esuvenezia.it , Claudia.grespi@esuvenezia.it
Benefits	<ul style="list-style-type: none"> - To get experience in an international setting - Pleasant working atmosphere - Insurance Policy for international mobility

Interested applicants should submit to mobilitastudenti@iuav.it with the following documents:

Curriculum Vitae (Europass format, including photo)

Cover Letter

The deadline for application is continuous – until the position is filled.

If you have any questions, please contact us by email.