Auslandspraktikum
Praktikumsplatz-Angebot
für die Bereiche
Integrierte Europastudien, Informatik, Betriebswirtschaft

Land, Ort: Zypern, Nicosia
Einrichtung: Frederick University
Ansprechpartner: Frau Marianna Michael
Telefon: +35722431355
Email: Ad.mm@frederick.ac.cy
Webseite: www.frederick.ac.cy
Start / Dauer: 01.09.2014 / mind. 3 - max. 12 Monate
Bezahlung: keine

Beschreibung: Frederick University is an energetic and vibrant private university operating in the Republic of Cyprus, a member state of the European Union. Frederick University operates from two campuses, the main campus in Nicosia, the capital of Cyprus and the other campus in Limassol, the second largest city. The University, enjoying respect and recognition both nationally and internationally, offers a broad range of academic programs of study in the areas of Science, Engineering, Business, Arts, Architecture, Media, Humanities, Health, and Education. The University has a strong focus on academic research, being one of the leading research organizations in the country.

Working in the International office as an Erasmus Officer.
The candidate will be responsible to:
- provide information in regards to Erasmus+ program;
- provide information about outgoing and incoming mobility of students and staff;
- prepare the contacts regarding outgoing mobility of all categories (studies, placement, teaching assignment, staff for training);
- support the incoming mobility;
- update the Mobility office's website;
- assist the organisation of Frederick University's events, regarding the Key Action 1

Wroking hours: 9am - 5pm Mo-Fri

We will provide help to find you an accommodation.

**Anforderungen:**

Degree level required: Under/Postgraduate Level

Language knowledge: English

Other requirements:
- the Greek language will be considered as an advantage;
- any additional knowledge in other foreign languages will be considered an advantage;
- excellent knowledge of the European Union's legislation;
- knowledge for the EU mobility programs;
- excellent knowledge of the Microsoft Office (Word, Excel and PowerPoint) and social media networks;
- integrity, responsibility, organizational, time management, take initiatives, decision making, cooperation and team work, good communication skills and coordination

**Bewerbungsfrist:** 30.06.2014

**Stipendium:** Mögliche Förderung über ERASMUS-Stipendien für Auslandspraktika.