



# UNIVERSITA' DEGLI STUDI DI PAVIA

Ufficio Mobilità studentesca

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## LLP/ERASMUS PLACEMENT PROGRAMME Erasmus work placement offer

Data December 7, 2011

<b>Department/Location</b>
International Relations Office - University of Pavia
<b>Department website</b>
<a href="http://www.unipv.eu/on-line/en/Home/InternationalRelations.html">http://www.unipv.eu/on-line/en/Home/InternationalRelations.html</a>
<b>Duration of the Internship</b>
4 Months
<b>Places available</b>
1
<b>Dates of placement period</b>
15 February 2012 - 15 June 2012
<b>Main duties and responsibilities</b>
The International Relations Office is looking for an open-minded person, ready for challenges and wishing to work in an international environment to support the mobility programmes.
<b>Knowledge skills and competences to be acquired</b>
<ul style="list-style-type: none"><li>• Support of the preparation of marketing materials and translation in Portuguese language (like brochures, websites etc.)</li><li>• Advertise in International Fairs on Higher Education in Latin America</li><li>• Support the execution of the projects/programs</li></ul>
<b>Requirements</b>
<ul style="list-style-type: none"><li>• Business, Economics, Foreign Languages, Media, Advertising</li><li>• Portuguese mother tongue and good knowledge of Italian language</li><li>• Communication and Intercultural skills</li><li>• Patient, enthusiastic and interested in learning new skills</li><li>• Experience in working with computer programs (operating system Microsoft Office)</li><li>• Willing to travel abroad (Latin America Area)</li></ul>
<b>Deadline for application</b>
13 January 2012
<b>Contacts for enquiries</b>
Miss Michela Cobelli International Relations Office - University of Pavia Corso Strada Nuova 65, 27100 Pavia (Italy) +39 0382 986938 <a href="mailto:michela.cobelli@unipv.it">michela.cobelli@unipv.it</a>