

**Erasmus Student Work Placement in Spain**

<b>EMPLOYER INFORMATION</b>	
Name of organisation	<b>University of Extremadura</b>
Address inc post code	Avda. Elvas s/n. Badajoz
Website	<a href="http://www.unex.es/relint">www.unex.es/relint</a>
<b>CONTACT DETAILS</b>	
Contact person for this placement	Irene Cabañas
Department and designation, job title	International Officer for ERASMUS Placement
E-mail address	<a href="mailto:irenecd@unex.es">irenecd@unex.es</a>
<b>APPLICATION PROCEDURE</b>	
Who to apply to (including contact details)	Send CV and a cover letter (preferably in Spanish)
Deadline for applications	<b>31st August 2013</b>
<b>PLACEMENT INFORMATION</b>	
Department, Function	<b>International Relations Vice-Rector Office</b>
Location	Badajoz (España)
Start Date	OCTOBER 2013
Duration	<b>6 months (possibility of extension)</b>
Working hours per week	30-40
Description of activities,tasks	<ul style="list-style-type: none"> <li>-Design and coordination of the internationalization strategy of the University of Extremadura, through the implementation and development of measures to strengthen its international projection and visibility.</li> <li>-Development of mobility and exchange programs. Implementation, promotion and coordination of international projects.</li> <li>-Planning, organizing, monitoring and dissemination of activities that promote community involvement in the international university.</li> </ul>
Accommodation (please select)	Not included
<b>COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS</b>	
Languages and level of competence required	SPANISH: Good Level ENGLISH: B2 (official accreditation) Valuable: French and Portuguese
Computer skills and level of skills required	Word, Excel, Power Point, Access, Database
Other	<ul style="list-style-type: none"> <li>-Teamwork and dynamic environments, multidisciplinary and changing.</li> <li>-Interest in international and multidisciplinary issues.</li> <li>-Analytical skills.</li> <li>-Work environments and multilingual documentation.</li> <li>-Creative and entrepreneurial attitude.</li> </ul>