
Από: Elina Mavrogiorgou <elinamav@iky.gr>

Στάλθηκε: Πέμπτη, 23 Μαρτίου 2017 1:02 μμ

Προς:

Θέμα: Προσφερόμενες θέσεις πρακτικής άσκησης μέσω ομίλου κινητικότητας Erasmus+ στη Σλοβακία

Αγαπητοί συνεργάτες,

Σας προωθούμε πληροφορίες για Όμιλο κινητικότητας Erasmus+ από την Σλοβακία, μέσω του οποίου προσφέρονται θέσεις πρακτικής άσκησης Erasmus+.

Με φιλικούς χαιρετισμούς,

Ελίνα Μαυρογιώργου

IKY/ Εθνική Μονάδα Συντονισμού Erasmus+

Τομέας Ανώτατης Εκπαίδευσης | Υπεύθυνη για τις Στρατηγικές Συμπράξεις, τους Όμιλους Κινητικότητας & την Πρακτική Άσκηση.

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“Το Ίδρυμα Κρατικών Υποτροφιών, στο πλαίσιο των αρμοδιοτήτων του ως Εθνική Μονάδα ...

/

Elina Mavrogiorgou

IKY/ Erasmus+ Hellenic National Agency

Higher Education Sector | Responsible for Strategic Partnerships,

Mobility Consortia & Traineeships.

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From: erasmusplus@iky.gr [mailto:erasmusplus@iky.gr]

Sent: Thursday, March 23, 2017 12:47 PM

To: 'Filandrianou Alikì'; ΕΛΕΝΗ ΜΑΥΡΟΓΙΩΡΓΟΥ

Subject: FW: Do you want your students to have a great internship?

From: Andre Lagos / WorkSpace Europe [mailto:andre@workspaceeurope.sk]

Sent: Tuesday, March 21, 2017 3:54 PM

To: info <info@placementslovakia.com>

Subject: Do you want your students to have a great internship?

Dear coordinator,

I hope you are doing well.

My name is André Lagos and I am contacting you on behalf of internship programme [Placement Slovakia](#) team.

Recently one of your students has applied for our programme and we thought

it would be nice if you as a coordinator had some information about us as well.

Placement Slovakia is a programme of [WorkSpace Europe](#), non-profit organization for traineeships accredited by European Commission. We do organize Erasmus+ internships for Slovak fresh graduates going abroad; Placement Slovakia is a programme for foreign students and fresh graduates coming to Slovakia.

We do organize these internships in all fields of study for **five or six** months.

We thought it would be great to welcome here in Slovakia more students from your university as well.

Maybe you ask yourself why should you encourage your students to apply for our programme? Well, we have **5 strong reasons** to support this decision:

- **NO FEES.** Our assistance and support is completely free for students. Plus, we support the students during the whole internship period.

- **FREE ACCOMMODATION.** Students who come to Slovakia to pursue the internship in the company, are provided with the free accommodation. They do not have to search for the room by themselves, we do it for them.

- **SUCCESSFUL COMPANIES.** Your students will get a high-quality work experience recognized in international context.

- **ENGLISH AS WORKING LANGUAGE.** English is important nowadays. We know it. As well as our cooperating companies.

- **GOOD IDEA SLOVAKIA.** Slovak economy and work opportunities grow fast. The life expenses not that much.

Attached, you can find an information flyer and also a list of our current vacancies. We will be glad if you can share this information among your students.

Also, let us know if you are interested in further cooperation so we can keep on sending you new internship opportunities.

In case of additional questions, do not hesitate to contact me.

With kind regards,
André Lagos

Project Coordinator Assistant



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Placement Slovakia

Current Erasmus+ traineeship vacancies

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Business Support Coordinator

(Erasmus+ internship in Marketing)

Location: Bratislava, Slovakia

Start: April 2017

Duration: 5 months minimum

Working language: English

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement by their education institution covering the whole internship period.

Company profile:

This internship would be for a company which is an online yacht search offering more than 1700 yachts in 60+ destinations worldwide, the best prices and verified content.

The company provided an opportunity to work with the team of committed people having one common goal in mind - satisfied customer.

Position description:

The trainee will be the first point of contact for Charters and Customers. For charters he/she will work on its content and pricing improvement, run the quality checks of existing boats and work of freelancers. For Customers the trainee will provide support during reservation process and help with other inquiries.

Qualifications:

- Very good communication skills,
- working independently,
- well organised and learning fast,
- German, Hungarian and Polish language is a big benefit.

Knowledge and skills the trainee can learn during the internship:

- Communication skills in VIP customer service and partner conversation,
- Sails skills - soft sails,
- Strategic planning and managing small groups of people,
- Get inside in online business, contribute and create something totally new,
- Trainee will learn how to prioritise and get the business focus,
- Learn how to work in the team and how to apply common sense,
- Learn influencing skills as part of communication per impact.

Benefits:

- Business trips are possible,
- Young and motivated team,
- Freaky Fridays every month where the team spends great time together,
- Free accommodation provided,
- Standard support by our team. For more information check our website www.placementslovakia.com

Interested candidates please apply by submitting [an online application form](#) at www.placementslovakia.com

We look forward to hearing from you!

Marketing Assistant

(Erasmus+ internship in Real Estate Sector)

Location: Bratislava, Slovakia

Start: April 2017

Duration: 5 months minimum

Working language: English

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement by their education institution covering the whole internship period.

Company profile:

The company is the world's largest privately - held commercial real estate services firm. The company advises and represents clients on all aspects of property occupancy and investment, and has established a preeminent position in the world's major markets, as evidenced by its frequent involvement in many of the most significant property leases, sales and management assignments. Founded in 1917, it has approximately 250 offices in 60 countries, employing more than 43,000 professionals. It offers a complete range of services for all property types, including leasing, sales and acquisitions, equity, debt and structured finance, corporate finance and investment banking, corporate services, property management, facilities management, project management, consulting and appraisal.

Position description:

- Marketing support of the team working on various real estate projects
- Translation tasks
- Data research
- Taking care of webpage content and social channels content
- Media monitoring

Qualifications:

- Strong written English skills
- Excellent PC Knowledge (MS Office, Excel, Word, Power Point)
- Excellent communication skills
- Creativity and great attention to detail
- Marketing education as a plus

Knowledge and skills the trainee can learn during the internship:

- Interpersonal and communication skills
- Experience with marketing of a real estate international company
- Work experience from big international company

Benefits:

- Free accommodation provided
- Meal vouchers
- Standard support by our team. For more information check our website www.placementslovakia.com

Interested candidates please apply by submitting [an online application form](http://www.placementslovakia.com) at www.placementslovakia.com

We look forward to hearing from you!

Sales and Marketing Assistant (Erasmus+ Internship in Sales)

Location: Bratislava, Slovakia

Start: May 2017

Duration: 5 months minimum

Working language: English and German

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement by their education institution covering the whole internship period.

Company profile:

This opportunity would be for Slovak branch of an international company which specializes in international and domestic relocations and removals of personal property.

The company was founded with the sole aim of fulfilling the requirements of the most demanding clients in removal services.

The portfolio of clients includes international companies, diplomats from various countries and individual people who have decided to move.

Position description:

The trainee will be responsible for acquisition of a new potential customers within DACH countries (Germany, Austria and Switzerland) and South Korea.

Also, the trainee will be assisting in a preparation of quotations for an international moving of personnel effects and household goods.

Qualifications:

- Active interest in sales and marketing
- Good level of English language
- Good level of German language

Knowledge and skills the trainee can learn during the internship:

The trainee will get acquainted with the relocation and logistics industry.

The knowledge how to calculate volume of the removal, how to prepare a quotation for truck, air and sea transportations will be obtained as well.

Benefits:

- Free accommodation provided
- Pleasant working atmosphere
- Standard support by our team. For more information check our website www.placementslovakia.com

Interested candidates please apply by submitting [an online application form](#) at www.placementslovakia.com

We look forward to hearing from you!

Finance Assistant
(Erasmus+ Internship in Finance)

Location: Bratislava

Start: June 2016

Duration: 5 months minimum

Working language: English

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ agreement by their education institution covering the whole internship period.

Company description:

This position is for a Slovak branch of a world-known company providing services in audit, tax and legal issues. The Bratislava branch has more than 3000 clients among all industry fields. With more than 300 employees belongs to one of the most seeking employers.

Internship description:

The intern will become an administrative support in various types of activities such as establishment of account management plans, research, marketing of material publications, analysis of monthly financial performance, management in new business initiatives, document revision, project participation, work with excel, etc.

Qualifications:

- English native speaker
- Accounting and financial analytical knowledge
- International advisory environment
- Business development activities
- Project management skills

Knowledge, skills and competence to be acquired:

The intern will develop his skills and analytical thinking in finances due to many field related to tasks stated above. Reference from this company will definitely enrich interns CV.

Benefits:

- Accommodation provided
- Meal vouchers
- Standard support by our team, for details check our website www.placementslovakia.com

Interested candidates please apply by submitting an [online application form](http://www.placementslovakia.com) at www.placementslovakia.com

We look forward to hearing from you!

IT System Administrator

(Erasmus+ internship in Marketing)

Location: Bratislava, Slovakia

Start: April 2017

Duration: 5 months minimum

Working language: English

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement by their education institution covering the whole internship period.

Company profile:

This internship position is for a community-driven organization devoted to empowering ICT innovation in Europe. It provides an environment for ICT innovation community interaction that is both virtual and physical. In particular, its crowd evaluation tools for publications have been recognized by the European Commission as a ground breaking approach to supporting idea dissemination.

The organization is currently seeking an intern to assist the Conference Managers team in Bratislava to support and lead its conference activities in cooperation with researchers and industry around the globe. This role may be a starting point in your career, giving the intern the possibility of progression to more senior roles.

Position description:

Contribution to the maintenance and evolution of existing tools which support the events organization and publications

Qualifications:

- University student of computing or other related disciplines;
- Administration of Virtual Machines;
- Knowledge of Docker containerization and orchestration;
- Experience with distributed version control systems such as Git;
- Familiarity/Experience of functional programming languages (Haskell, Common Lisp, others) will be considered a strong plus;
- Experience working with Linux environments (Debian/Ubuntu, RedHat);
- Experience with relational DBMSs;
- Experience with web-servers and application containers management (nginx, apache, Tomcat);
- Experience and knowledge of agile methodologies, software design methods are considered a plus

Knowledge and skills the trainee can learn during the internship:

- Autonomous thinking and problem solving skills;
- Prioritization, time management skills and capability to adapt to dynamic environments;
- Ability to work hands-on and with limited supervision;
- Attitude to collaborative working;
- Working knowledge of the English language (written and spoken) is essential
- Sound computer skills and ability to quickly learn new technical interfaces
- Service minded, positive and team-oriented

Benefits:

- Free accommodation provided
- Standard support by our team. For more information check our website www.placementslovakia.com

Interested candidates please apply by submitting [an online application form](#) at www.placementslovakia.com

We look forward to hearing from you!

Junior Web Developer

(Erasmus+ internship in IT)

Location: Bratislava, Slovakia

Start: April 2017

Duration: 5 months minimum

Working language: English

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement by their education institution covering the whole internship period.

Company profile:

This internship would be for a small IT company which has developed an online business management software, an integrated solution of CRM, project management and sales tracking.

Position description:

- Implementation of new technologies,
- Creating and updating existing modules of company products,
- New technologies possibly used as company products testing.

Qualifications:

- Programming in object oriented language such as C++, Java, etc.
- C style
- Knowledge of SQL database language
- Javascript knowledge, HTML, CSS, PHP.

Knowledge and skills the trainee can learn during the internship:

A trainee will get an opportunity to work by himself, to create new ideas and deepen the knowledge of the programming languages.

Benefits:

- Free accommodation provided
- Standard support by our team. For more information check our website www.placementslovakia.com

Interested candidates please apply by submitting [an online application form](#) at www.placementslovakia.com

We look forward to hearing from you!

Invoicing Specialist

(Erasmus+ Internship in Economics)

Location: Bratislava

Start: ASAP

Duration: 6 months minimum

Working language: English, German as an advantage

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ agreement by their education institution covering the whole internship period.

Company description:

A young international company focused on delivering high-quality services in the field of data processing specialized in accounts payable and receivable.

Internship tasks description:

- Invoice processing in a modern online tool, which will be taught to use by German and Slovak colleagues
- Creating and background checking new supplies, banks, bank codes and goods in the system
- Completing missing invoice data and invoice checking
- Troubleshooting with German colleagues
- Routine company administration
- Proactive problem solving

Qualifications:

- Education in economical field
- Willingness to learn, to gain experiences and to overcome challenges
- Previous experience in invoicing, accounting and with customer communication are advantageous
- English language on communicative level, German is an advantage
- Any other foreign language even on basic level is also an advantage (French, Italian, Slovene, Polish, Hungarian, etc.)
- Strong focus on detail and written text
- Responsible and creative approach

Knowledge, skills and competence to be acquired:

- Invoice processing
- Business development
- Customer care and creating added value for customers
- Take part on building the company and its processes
- Gain experience from international projects
- Knowledge of foreign languages improvement

Benefits:

- Flexible working hours
- Possibility of full-time job after a successful completion of internship
- Free accommodation provided
- Standard support by our team (check www.placementslovakia.com)

Interested candidates please apply by submitting an online [application form](#) at www.placementslovakia.com and state the name and number of this position into the relevant field in the application.

We look forward to hearing from you!

Your Erasmus+ internship

WHO ARE WE?

Placement Slovakia is an internship programme for individual higher education students and graduates from across the EU interested in doing an Erasmus+ internship in Slovakia.

The programme is managed by WorkSpace Europe – the only Slovak Higher Education Mobility Consortium for Erasmus+ mobilities between Slovakia and other EU countries. We are a part of Slovak chamber of commerce as well as other foreign chambers in Slovakia and cooperate with wide network of companies and NGOs in providing them with Erasmus trainees from across Europe.

WHAT WE DO?

We organize Erasmus+ internships:

Internships in private companies

duration 5 months minimum

Internships in NGOs

Duration 2 months minimum

Placement Slovakia programme
WorkSpace Europe
Štúrova 3, 811 02, Bratislava
Phone: + 421 948 222 021
Mail: info@placementslovakia.com
www.placementslovakia.com
www.facebook.com/placementslovakia

WHY TO APPLY?

- No fees
- Support and assistance during the whole internship
- Help with necessary administration
- Position searching according the field of study
- Start anytime during the year
- English as working language
- Accommodation provided for free (this applies only to company internships)

HOW TO APPLY

Fill and submit an online application at our website:

www.placementslovakia.com

