

**TWO POSITIONS AVAILABLE FOR
ERASMUS+ INTERNSHIP / WORK PLACEMENT AT THE
INTERNATIONAL MANAGEMENT PROJECT OFFICE
UNIVERSITY OF ALICANTE, SPAIN**

Department	International Management Project Office (OGPI) http://sgitt-otri.ua.es/en/proyectos-internacionales/v1-start-ogpi/present/what-is-ogpi.html
Position title	Student Internship / Erasmus+ Student Work Placement
Duration	POSITION 1: <u>R&D European projects</u> Preferably 3 months (from SEPTEMBER 2016 – DECEMBER 2016) Possibility of extension for other 3 months POSITION 2: <u>International projects of Capacity Building</u> Preferably 3 months (from JANUARY 2017 – MARCH 2017) Possibility of extension for other 3 months
Location	Campus San Vicente, Ctra. San Vicente s/n, 03690 San Vicente del Raspeig, Alicante, Spain
Starting date	POSITION 1: 15 th September, 2016 POSITION 2: 15 th January, 2017
Working hours	9:00 – 15:00 (45 min. lunch break), longer working hours in special cases
Accommodation	UA covers university accommodation.
Payment	<ul style="list-style-type: none"> - No salary; the student is expected to have an Erasmus+ scholarship or other financial support from his/her home university - UA contributes with coverage of accommodation costs (see above) - UA covers an Erasmus afternoon Spanish course at CSI, UA language centre, (50 hours per semester)
Short description of the UA	The University of Alicante (UA) is located in Alicante, Spain. It has about 29.000 students and 3500 administration, faculty and service staff. It is organized in seven faculties (Faculty of Arts, Faculty of Education, Faculty of Economics and Business, Faculty of Science, Faculty of Law, Faculty of Health Sciences and Polytechnic School). More information: www.ua.es

<p>Short description of the Mobility Office at the UA</p>	<p>OGPI is the Office of Management of International Projects, created in May of 2005 in the OTRI (Technology Transfer Office), pertaining to the SGITT (Research Management and Technology Transfer Service) that depends of the Office of the Vice President for Research, Development & Innovation of the University of Alicante.</p> <p>We support UA researchers throughout the life cycle of a R&D international projects and Capacity Building international projects.</p>
<p>Main responsibilities and tasks</p>	<ol style="list-style-type: none"> 1- Information dissemination. 2- Benchmarking and optimization of dissemination processes, to promote participation in international R+D+i and Capacity Building calls. 3- Organization of conferences, seminars and info-days. 4- Specific actions in social networks. 5- Searching international and national funding opportunities. 6- Helping in the definition of projects. 7- Partners search 8- Support in preparing reports and statistics. 9- Webpage content updating.
<p>Person profile</p>	<ul style="list-style-type: none"> - Recent graduate who received Erasmus+ scholarship. - Fluent English (native or C1-C2 level). Additional language welcome - For POSITION 2 ALSO Fluent French (native or C1-C2 level). - Spanish will be valued but not essential - Good Microsoft office and PC skills - Strong communication skills and intercultural awareness - Ability to teamwork, proactivity
<p>Application procedure</p>	<ul style="list-style-type: none"> - Send your CV together with a cover letter describing why you would like to take an internship at the UA - Provide the names and contact details of 2 referees (teachers, employers, etc.) who may be contacted by OGPI - Skype interview is required - Applications or any further questions should be sent by 30th May 2016: <p>FOR POSITION 1 to ogpi@ua.es FOR POSITION 2 to project.management@ua.es</p>