

**ONE POSITION AVAILABLE FOR *ERASMUS+ INTERNSHIP*
/ *WORK PLACEMENT AT THE ASIA-PACIFIC OFFICE*
UNIVERSITY OF ALICANTE, SPAIN**

Department	Asia-Pacific Relations Office (University of Alicante) http://sri.ua.es/en/asiapacific/
Position title	Student Internship / Erasmus+ Student Work Placement
Duration	Preferably 6 months (from September-October 2016 to February-March 2017)
Location	Campus San Vicente, Ctra. San Vicente s/n, 03690 San Vicente del Raspeig, Alicante, Spain
Starting date	September-October 2016
Working hours	09:00 – 15:00 (45 min. lunch break), longer working hours in special occasions.
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 organised 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)

Short description of the Asia-Pacific Relations Office at the UA	The Asia-Pacific Relations Office consist in a team of 4 professionals. APRO in charge of incoming and outgoing students from-to UA partner universities at the Asia-Pacific region.
Main responsibilities and tasks	Assistance to APRO team: <ul style="list-style-type: none"> - Incoming and outgoing students - Social networks - Document and web translation - Regular updating of webpages
Person profile	<ul style="list-style-type: none"> - Student enrolled at a bachelor's or master's level or a recent graduate who received Erasmus+ scholarship - Fluent English (native or C1-C2 level) and intermediate Spanish skills (B1 level). - Good Microsoft office and PC skills - Strong communication skills and intercultural awareness
Application procedure	<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 - Supply the names and contact details of 2 referees (teachers, employers, etc.) who can be contacted by the Asia-Pacific Office at the UA - Skype interview is required - Applications should be sent by e-mail to ana.martinez@ua.es by May 30, 2016 - In case of any further questions, please do not hesitate to get in touch and send your enquiries to ana.martinez@ua.es