

Erasmus Student Traineeship in Spain

EMPLOYER INFORMATION	
Name of organisation	CEU Cardenal Herrera University
Address inc post code	International Relations C/ Luis Vives 1 46115 Alfara del Patriarca – Valencia (Spain)
Telephone	96 136 90 02
Fax	
E-mail	infoint@uch.ceu.es
Website	http://www.uchceu.es/en/
Number of employees	
Short description of the company	The University CEU Cardenal Herrera is a private university in Valencia (Spain). Valencia is the third largest city of Spain and is located at the seaside. The University CEU Cardenal Herrera is involved in an ambitious internationalization process with a significant increase of international students enrolled in our degrees taught in English. For the Academic year 2014/2015, we welcomed more than 350 international freshmen students, around the 20% of the first year student of the University. From January 2012 we have received more than 50 students (French, English, Slovenian, Italian, German, Polish, etc)
CONTACT DETAILS	
Contact person for this placement	Mrs. Mercedes Gimeno
Department and designation, job title	Head International Relations Office
Direct telephone number	96 136 90 00 Ext. 62042
E-mail address	infoint@uch.ceu.es
APPLICATION PROCEDURE	
Who to apply to (including contact details)	Mrs. Mercedes Gimeno infoint@uch.ceu.es
Deadline for applications	30 of November
Application process	Sending C.V
Please provide as much information on the placement as possible – too much information is better than not enough!	
PLACEMENT INFORMATION	
Department, Function	<ul style="list-style-type: none"> * ERASMUS OFFICE: 2 students of Business, Translation or Communication. Required language (B2 English and French) * ADMISION INTERNATIONAL OFFICE: 2 students of Business, Translation or Communication. Required language (B2 English and French) * FACULTY OF BUSINESS: 1 student of Business (Campus of Valencia) + 1 student of Business (campus of Elche). * FACULTY OF LAW AND POLITICAL SCIENCES: 1 student of Law or Political Sciences.. * FACULTY OF HEALTH SCIENCES: 1 student Health Sciences+ 1

	<p>student Dentistry. (B2 English and French).</p> <ul style="list-style-type: none"> * FACULTÉ DE VETERINAIRE: 1 student Veterinary Medicine. <p>Required language (B2 French)</p> <ul style="list-style-type: none"> * FACULTY OF COMMUNICATION: 1 student of Communication (Journalism, Advertising, Education or Public Relations). * FACULTY OF ARCHITECTURE AND INDUSTRIAL DESIGN: 1 student of Architecture or Industrial Design. * CEU CARDENAL SCHOOL: 2 Students of Children Education with a level B2 in Spanish and native English. <p>CORPORATIVE COMMUNICATION OFFICE: 1 student of communication..</p>
Location	Moncada-Valencia (Spain)
Start Date	As soon as possible
Duration	3 months minimum
Working hours per week	33 hours per week
Description of activities,tasks	<ul style="list-style-type: none"> *Collaboration in the process of internationalization by faculties. *Strengthening international relations office. *Search for new opportunities to attract students to study at our University. *Design communication actions to the outside through social networks, website, etc. *Language support in the Primary and Secondary School.
Accommodation	Accommodation is not included but we can help you to find one
Details of financial and "in kind" support to be provided	free Spanish courses, bonus for meals from Monday to Friday.
Other	
COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS	
Languages and level of competence required	A B1 level in Spanish is required
Computer skills and level of skills required	Basic use of Microsoft Office
Drivers license	No relevant
Other	