**COME CANDIDARSI AL PROGRAMMA ERASMUS+ per TRAINEESHIP a.a.2016-2017**

**IMPORTANTE**

La seguente guida è stata redatta in base alle informazioni fornite dalle organizzazioni partner Erasmus+ per Traineeship prima dell’apertura del Bando, **si sottolinea pertanto che tutte le informazioni sono provvisorie e potrebbero subire variazioni in base alle esigenze delle organizzazioni stesse**. Si invitano gli studenti a leggere attentamente tutte le informazioni sui siti internet delle organizzazioni. Le Organizzazioni sono elencate per ordine alfabetico.

**LINGUE STRANIERE**

La Scuola di Economia e Management redigerà una graduatoria suddivisa per lingue (Inglese, Francese, Tedesco, Spagnolo e Portoghese): ogni studente può candidarsi al massimo per 2 lingue diverse e comunque con il limite di 3 sedi in totale. Per ogni sede nella tabella è indicata la graduatoria linguistica con cui si accede e le eventuali priorità. **Gli studenti possono candidarsi se conoscono la lingua parlata dall’organizzazione con il livello indicato (minimo B1)** **e le lingue indicate come obbligatorie dalla stessa.** Chi non avesse un certificato come indicato tra i requisiti in allegato al bando, dovrà procurarsi un nuovo certificato entro la scadenza del bando.

Graduatorie di lingua: **Inglese ** /**Spagnolo ** /**Francese ** /**Tedesco ** /**Portoghese **

**CANDIDATURA**

Tutti gli studenti dovranno allegare alla domanda di partecipazione anche un **curriculum vitae** (in formato europeo) e una **lettera di presentazione** all’organizzazione dattiloscritta in **ciascuna delle lingue per cui si candidano** (massimo due). Si consiglia di acquisire informazioni dettagliate autonomamente su come scrivere lettera e curriculum, in quanto questi saranno valutati dalla commissione esaminatrice e dalle organizzazioni e saranno decisive per l’accettazione da parte della sede straniera.

**ACCETTAZIONE** da parte dell’**ORGANIZZAZIONE / COLLOQUIO**

**L’idoneità della graduatoria Erasmus+ dà solamente il diritto ad accedere alla presentazione del curriculum e dell’eventuale colloquio di selezione con l’organizzazione. Sarà l’organizzazione a decidere definitivamente se accettare o meno il candidato e il periodo definitivo in cui effettuare lo stage.**

Alcune sedi effettuano **colloqu**i in lingua italiana e/o straniera via **telefono** o **Skype**.

**DURATA**

I tirocini potranno iniziare da settembre 2016 (o comunque sempre DOPO la firma del contratto) e terminare improrogabilmente entro il 30 settembre 2017 (chiusura dell’anno Erasmus). Tutti i tirocini dovranno avere una **durata minima obbligatoria** di 2 mesi (**60 GIORNI SOLARI**). Se i due mesi non saranno raggiunti non si avrà diritto ad alcuna borsa di studio. Per i tirocini più lunghi è possibile in alcuni casi pattuire una durata minore in caso la borsa di studio non sia sufficiente a coprire l’intero periodo. L’effettivo ammontare della borsa di studio e dei mesi assegnati sarà nota non prima di luglio 2016.

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|  | **ORGANIZZAZIONE** | **DESCRIZIONE** | **MANSIONI E PROFILO DEL TIROCINANTE RICHIESTI DALL’ORGANIZZAZIONE** | **PERIODO** |
| **1** | **Ad Futurus**  **Budapest (Ungheria)**  [www.adfuturus.hu](http://www.adfuturus.hu)  **Graduatoria di Lingua**: | Ad Futurus is a Hungarian based public benefit organization specialized in deepening international relationships.  Ad Futurus’ mission is to contribute to the success of individuals in civil, academic, and professional life through the strengthening of international relations. | **Tasks**:  Project 1 – Help to create a marketing campaign for a new social media website – derigo.me  Project 2 – Help to promote Easy Go to USA services – Easygo takes athletes to the USA with sport scholarships.  Ad hoc projects – Social Media campaign, Event organization.  **Skills**:  **ENGLISH B1 LEVEL**  Another language is required | n. 2 studenti per 6 mesi  **Periodo**:  Da concordare con l’azienda |
| **2** | **3 L.S.M. s.r.o.**  **Praga (Repubblica Ceca)**  [www.3lsm.cz](http://www.3lsm.cz)  **Graduatoria di Lingua**: | 3.LSM s.r.o. provides strategic real estate consulting services to clients who own a property in the Czech Rpublic. Their consulting services cover the following areas:  - Real Estate area  - Corporate area  - Financial area  - Accounting and Tax | **Tasks**:  The job consists in looking for new possibilities and customers, managing the Facebook page, Adwords, support for customers.  **Skills**:  **ENGLISH B1 LEVEL**  Field of Study: Finance, Economics  Knowledge of social networks, Office. | n. 2 studenti per 12 mesi  **Periodo**:  Da concordare con l’azienda. |
| **3** | **AMAPA - Associación de marketing y agencias de publicidad de Aragón**  **Zaragoza (Spagna)**  [www.amaparagon.com](http://www.amaparagon.com)  **Graduatoria di lingua** : | Associazione Regionale di Aziende, liberi professionisti e studenti del marketing, pubblicità, comunicazione, disegno grafico e industriale. | **Tasks**:  Il tirocinante dovrà occuparsi delle relazioni pubbliche istituzionali dell’associazione, delle relazioni con i soci, della ricerca di nuovi soci e dell’integrazione nei progetti dell’associazione.  **Skills**: **SPAGNOLO LIVELLO B1** | n. 1 studenti per 6 mesi  **Periodo**:  Da concordare con l’azienda |
| **4** | **Apulia Blend ldt.**  **Londra (Inghilterra)**  <http://www.theoliveoilco.com/>  **Graduatoria di Lingua**: | Apulia Blend Ltd T/as The Olive Oil Co has been created in 2001, few years after decided to move over to London. Thanks to their philosophy over the years they have achieved more than 30 awards "Great Taste Awards". | **Tasks**:  General office activities, create a commercial invoice, purchase order, stock control, banking, international payments.  **Skills**:  **ENGLISH B1 LEVEL**  Field of Study: Finance, Economics  Knowledge of Office. | n. 2 studenti per 3 mesi  **Periodo**:  Da concordare con l’azienda |
| **5** | **Bellitalia AB - Italian trade & Event Scandinavia**  **Bromma (Svezia)**  [www.bellitalia.se](http://www.bellitalia.se)  **Graduatoria di lingua**: | Agenzia che si occupa di affittare case in Italia, creare e offrire pacchetti di attività e percorsi turistici in Italia. | **Tasks**:  The trainee will be involved in the development of the Business activities of the company: homepage, marketing strategies, creation of tour packages, contact with the clients, administration of the daily routine of the firm.  **Skills**:  **ENGLISH B2 LEVEL, ITALIAN MOTHERTONGUE, Swedish preferable.**  Preferred Master’s Degree students in Marketing or Tourism  Knowledge in web editing and  social medias, precise and indipendent/proactive. | n. 2 studenti per min. 3 mesi  **Periodo**:  Settembre/gennaio  Febbraio/giugno |
| **6** | **Biofruit Trading**  **Berlino (Germania)**  <http://www.biofruit-trading.com/>  Graduatoria di Lingua: | Biofruit Trading is a young German company with a production branch in Sicily, founded in 2001. They specialize in farming and trading of the organic PDO Washington Navel from Ribera (Sicily), and many other organic fruits and vegetables. | **Tasks**:  The trainee will prospect new potential clients, customer care, manage some promotion project (social network, mailing, trade fair), supplier relationship, various office work.  **Skills**:  **ENGLISH B1 LEVEL and GERMAN B1 LEVEL**  Field of Study: Economics, Marketing.  Knowledge of social networks, promotion tools, Office. | n. 5 studenti per 6 mesi  **Periodo**:  Da concordare con l’azienda |
| **7** | **C2 Comunicacìon/ RITMI DI VITA S.L.**  **Zaragoza (Spagna)**  [www.c2comunicacion.com](http://www.c2comunicacion.com)  **Graduatoria di lingua** : | Agenzia di comunicazione globale. | **Tasks**:  Apertura nuovi mercati non convenzionali e gestione interna clienti.  **Skills**:  **SPAGNOLO LIVELLO B1 e INGLESE LIVELLO B1**  Capacità di integrazione in un team di lavoro, buona capacità informatica e conoscenza dei social network.  Preferibile provenienza da Marketing.  Indicato per laureati.  L’azienda potrebbe richiedere un colloquio via Skype | n. 1 studenti per 6 mesi  **Periodo**:  Da concordare con l’azienda |
| **8** | **Camera di Commercio e Industria Italiana per la Spagna**  **Madrid (Spagna)**  www.italcamara-es.com  **Graduatoria di Lingua**: | La Camera di Commercio e Industria Italiana per la Spagna (CCIS) è un'associazione formata da imprenditori e professionisti italiani e spagnoli. | **Tasks**:  During the traineeship at the Chamber of Commerce the candidate will learn about the commercial relations between Italy and Spain and how to put into contact companies working in different markets.  **Skills**:  Dipartimento di Attività Associative:  **Spagnolo - Livello B2 Inglese - Livello B1**  Conoscenza di Internet e Office.  Dipartimento di Formazione:  **Spagnolo - Livello B2 Inglese - Livello B1**  Conoscenza Avanzata di Word, Excel, Power-Point, Internet, Posta Elettronica. Inoltre, è necessario che lo studente sappia relazionarsi con il pubblico.  Il candidato dovrà effettuare un colloquio via Skype. | n. 1 studente per 6 mesi  **Periodo**:  **Dal 25 Settembre 2016**  **(non modificabile)** |
| **9** | **Camera di Commercio Belgo-Italiana**  **Bruxelles (Belgio)**  http://www.ccitabel.com/ccib/it/  **Graduatoria di Lingua:** | La Camera di Commercio Belgo-Italiana è un ente privato di diritto belga, fondato nel 1950 per favorire i contatti tra il Belgio e l'Italia. Situata nel cuore di Bruxelles, vicino alle Istituzioni europee, la Camera di Commercio Belgo-Italiana è il punto di riferimento per tutte le aziende che desiderano promuovere la propria attività e allargare la propria rete di contatti. | **Tasks**:  Organizzazione corsi di formazione; redazione di articoli, newsletter; organizzazione fiere ed eventi; supporto alla realizzazione dei progetti; monitoraggio opportunità di finanziamento dell'UE.  **Skills**:  **FRENCH B2 LEVEL or ENGLISH B2 LEVEL**  Good knowledge of Microsoft Office programmes. Knowledge of social media, html, web design are an asset.  Both students and recent graduates are accepted.  A telephone or Skype interview might be requested. | n. 2 studenti per 4 mesi  **Periodo**:  Da concordare con l’azienda |
| **10** | **Camera di Commercio Italiana per il Portogallo**  **Lisbona (Portogallo)**  <http://www.ccitalia.pt/>  **Graduatoria di Lingua**: | La Camera di Commercio Italiana in Portogallo ha come compito precipuo quello di promuovere lo sviluppo degli scambi commerciali e della cooperazione economica tra il Portogallo e l’Italia. | **Tasks**:  Support to Portuguese and Italian companies in order to develop economic/commercial exchanges through research of potential partners, elaboration of mailing lists, organization of meetings/conferences. Research of legal information (laws, EU's directives, etc.) Translations from Portuguese to Italian and vice-versa. Divulgation of Italian fairs and assistance to our internal fair department. Writing of short economic reports to be introduced in our Website and Intranet.  **Skills**: Italian native speaker.  **Portuguese Language B2 LEVEL is compulsory.**  Field of Study: Economics  Knowledge of Windows (Word, Excel)  Preferably students are accepted.  **There might be requested a Skype interview in order to verify the level of Portuguese**. | n. 2 studenti per 3 mesi  **Periodo**:  Da concordare con l’azienda |
| **11** | **Camera di Commercio Italiana di Lione**  **Lione (Francia)**  [www.ccielyon.com/fr/](http://www.ccielyon.com/fr/)  **Graduatoria di Lingua**: | Présente depuis plus de vingt ans sur le territoire, la Chambre de Commerce Italienne de Lyon est une association d’entreprises industrielles et commerciales, de professions libérales et d’agents économiques italiens et français qui désirent agir activement pour développer les relations économiques bilatérales entre la France et l’Italie. | **Tasks**:  Lo studente verrà inserito nelle attività camerali: accoglienza ed assistenza agli operatori economici italiani e francesi; recupero di informazioni commerciali; compilazione di liste e schede di partner economici; assistenza alla gestione amministrativa di utenti dei servizi camerali, promozione e sviluppo dei servizi economici alle aziende italiane e francesi, organizzazione eventi e/o manifestazioni, redazione di studi e informative di carattere economico, progetti particolari con enti italiani o francesi.  Attività di accoglienza telefonica e desk informativo sulle attività e servizi della camera e su fiere, saloni e manifestazioni in Italia e Francia. Attività di assistenza al servizio commerciale, linguistico e formazione per l'erogazione di tali servizi. Attività di raccolta e verifica dati per l'incremento e compilazione di liste di clienti e prospetti per le attività ed i servizi della camera. Attività di assistenza all'organizzazione di eventi e/o manifestazioni, di missioni commerciali, di riunioni imprenditoriali bilaterali.  **Skills**:  **FRANCESE LIVELLO B2.** | n. 1 studente per 6 mesi  **Periodo**: da concordare. |
| **12** | **Camera di commercio Italiana per la Francia di Marsiglia**  **Marsiglia (Francia)**  [www.ccif-marseille.com](http://www.ccif-marseille.com)  **Graduatoria di Lingua**: | La Camera di Commercio Italiana  per la Francia di Marsiglia ha lo  scopo di incrementare le relazioni  economico- commerciali bilaterali  tra la Francia e l’Italia. | **Tasks**:  Accoglienza degli studenti nel servizio Assistenza alle Imprese della CCIFM. I tirocinanti collaboreranno:  - Alla realizzazione di incontri da fare tra imprese francesi ed italiane in vari settori (ricerca, contatto, iscrizione di pmi italiani e francesi, redazione articoli)  - All’organizzazione di fiere /villaggi italiani in Francia volti alla promozione  ed alla vendita di prodotti artigianali italiani (ricerca, contatto, iscrizione di pmi italiani e francesi, redazione articoli)  - All’assistenza quotidiana alle imprese italiane e francesi (ricerca partner, redazione e diffusione di annunci/opportunità d’affari)  **Skills**:  **FRANCESE LIVELLO B2.**  Disponibilità, autonomia, spirito di iniziativa, organizzazione.  Vengono preferiti i laureati.  Previsto colloquio telefonico con il candidato. | n. 2 studenti per 6 mesi  **Periodo**:  Da concordare con l’azienda |
| **13** | **Camera di Commercio Italiana per la Germania**  **Berlino, Lipsia, Francoforte (Germania)**  [www.itkam.org](http://www.itkam.org/)  **Graduatoria di Lingua**: | La ITKAM, Camera di Commercio Italiana per la Germania, è un’associazione bilaterale che opera sui mercati italiano e tedesco per favorire ed incrementare le relazioni economiche e la cooperazione tra le imprese di entrambi i Paesi. | **Tasks**:  Creating and completing data-bases with information about Italian and German firms; Translations Italian-German-Italian; Observation of the course of the German and Italian market and collecting information.  Support of the acquisition activities of Italian exhibitors to German fairs; Support of the organization of events and b2b meetings; Telephone marketing  **Skills**:  **TEDESCO LIVELLO B1**  Knowledge of Microsoft Office  Students are preferred  There might be requested a Telephone Interview. | n. 3 studenti per 3 mesi  **Periodo**:  Francoforte  Novembre/gennaio  Marzo/giugno  Lipsia:  febbraio/aprile  Berlino:  febbraio/aprile |
| **14** | **Camera di Commercio Italiana per la Svezia**  **Stoccolma (Svezia)**  [www.italchamber.se](http://www.italchamber.se/)  **Graduatoria di Lingua:** | La Camera di Commercio Italiana per la Svezia offre un valido aiuto alle aziende italiane che intendono inserirsi nel mercato svedese. | **Tasks**:  Promotion of commercial partnerships between Italian and Swedish businesses.  **Skills**:  **English B2 LEVEL, Italian native speaker, SWEDISH A1**  (Students who want to apply for this internship should attend before coming to Sweden a Swedish language course so as to reach at least a A1 level)  Ability to work in groups and in complete autonomy; Knowledge of Excel. Both students and recent graduates are accepted. | n. 1 studente per 6 mesi  **Periodo**:  Da Settembre 2016 |
| **15** | **Camera di Commercio Italiana per l’Ungheria**  **Budapest (Ungheria)**  [www.cciu.com](http://www.cciu.com)  **Graduatoria di Lingua**: | La Camera di Commercio Italiana per l’Ungheria (CCIU), associazione privata fondata a Budapest nel 1992 e riconosciuta dal Governo Italiano nel settembre 1998, conta circa 150 soci e costituisce il luogo di incontro, integrazione e sviluppo della comunità imprenditoriale italo-ungherese. | **Tasks**:  The beneficiary will work on the development of bilateral trade relations, cooperating in wiring articles for the Chamber's magazine "Il Ponte" and for the newsletter "CameraNews"; carrying out administrative works; promoting "Made in Italy" through the organization of fairs and events; following European/national projects; managing mails and phone calls; getting in touch with Members and Partners.  **Skills**:  **ENGLISH B2 LEVEL**  Only students attending a Mater Degree (Laurea Magistrale) is accepted.  There might be requested a Skype interview. | n. 2 studenti per 4 mesi  **Periodo**:  Sett-Gennaio  Febb-Maggio  (un tirocinante per ciascun periodo) |
| **16** | **Camera di Commercio Italo-Ellenica di Atene**  **Atene (Grecia)**  [www.italia.gr](http://www.italia.gr)  Graduatoria di Lingua: | La CCIE, legalmente riconosciuta anche dal Governo della Repubblica Ellenica, agevola le attività commerciali delle numerose società di livello internazionale e delle PMI associate offrendo loro un’ampia disponibilità di servizi adeguati alle esigenze e alle dimensioni dei rispettivi business. | **Tasks**:  Ricerche di mercato. Proposte di collaborazione ad enti/aziende italiane. Organizzazione di incontri imprenditoriali. Assistenza durante eventi camerali/fiere.  **Skills**:  **ENGLISH B2 LEVEL**  Field of Study: Design of sustainable tourism systems; Economics and development; Governo e direzione d’impresa  Students attending these three Master degrees are preferred.  There might be requested a Skype interview. | n. 8-10 studenti per 3 mesi  **Periodo**:  Sett-Genn  Febb-Maggio  (un tirocinante per ciascun periodo) |
| **17** | **CIDOB BARCELONA CENTRE FOR INTERNATIONAL AFFAIRS**  **Barcellona (Spagna)**  [www.cidob.org](http://www.cidob.org)  Graduatoria di Lingua: | CIDOB es un think tank independiente y plural con sede en Barcelona, dedicado al estudio, la investigación y el análisis de temas internacionales. CIDOB trabaja para elaborar y ofrecer a todos los actores políticos, desde la ciudadanía hasta las organizaciones internacionales, información e ideas para formular e impulsar políticas que reviertan en un mundo más seguro, libre y equitativo para las personas. | **Tasks**:  Development and intercultural cooperation.  **Skills**:  **SPANISH B1 LEVEL**  Fields of study: International relations, Economic Development or European integration.  Recent graduates are preferred. | n. 1 studente per 6 mesi  **Periodo**:  Da concordare con l’azienda. |
| **18** | **Confindustria Romania**  **Bucarest (Romania)**  [www.confindustria.ro](http://www.confindustria.ro/index.php)  **Graduatoria di Lingua:** | Associazione delle aziende italiane in Romania con quasi 700 membri. Supporta, promuove e rappresenta l’imprenditorialità e l’industria in Romania. | **Tasks**:  Research, Back office, Assistant Manager, Translation from English for Confindustria clients, Writer of sectorial studies on economical target issues of Romania. After the first phase of the internship the trainee will receive an education on EU financing programmes and on international cooperation programmes.  **Skills**:  **ENGLISH B1 LEVEL**  Students are preferred. | n. 6 studenti per 6 mesi  **Periodo**:  Sett.2016-Dic.2016  Ott.2016-Jan.2017  Jan.2017-April/May2017 |
| **19** | **Creativando**  **Siviglia (Spagna)**  [www.creativando.es](http://www.creativando.es)  **Graduatoria di Lingua**: | Agenzia di viaggi specializzata nel settore MICE (meetings, incentives, congress, events). | **Tasks**:  The trainee will work on registrations, translations of documents and articles on the web, working on company’s projects (preparing budget, cash flow management, management and negotiation rates with suppliers, create and develop projects and events.  **Skills**:  **SPAGNOLO B2 LEVEL**  **A plus would be English or French B1 level.**  There is preferred a tourism knowledge.  Knowledge of Office (word, excel, power point and outlook) and good use of internet.  Students are preferred. | n. 2 studenti per 3-6 mesi  **Periodo**:  Da concordare con l’azienda |
| **20** | **Dante Alighieri Gesellschaft**  **Norimberga (Germania)**  [www.dante-alighieri.de](http://www.dante-alighieri.de)  **Graduatoria di Lingua:** | Associazione che cerca di diffondere e sostenere l’interesse per le arti e la cultura italiana in Germania. | **Tasks**:  Organizzazione di corsi di lingua italiana, divulgazione geografia e cultura italiana, preparazione di presentazioni su argomenti diversi (lingua italiana, studi culturali italiani, storia italiana).  **Skills**:  **TEDESCO LIVELLO B1, ITALIANO MADRELINGUA.**  Consigliato a studenti con una buona conoscenza delle lingue straniere. | n. 3 studenti per 6 mesi  **Periodo**:  Da concordare con l’azienda |
| **21** | **Delicatezza**  **Londra (Inghilterra)**  [www.delicatezza.co.uk](http://www.delicatezza.co.uk)  **Graduatoria di Lingua:** | Delicatezza is an online Italian delicatessen based in London that was formed in late 2013 in partnership with a family-run producer and importer of fine Italian foods. | **Tasks:**  40 hours per week divided in 8 hours per day for 5 days a week; Monitoring of a social platform.  Creation of self-contents in order to maintain the brand activity; Creation of strategic and graphic Ad campaigns. Customer service. Use of programmes as Canva.  **Skills**:  **ENGLISH B2 LEVEL**  Field of Study: Marketing, Accounting  Recent Graduates are preferred.  A Skype interview might be requested. | n. 2 studenti per 3 mesi  **Periodo**:  Da concordare con l’azienda, preferibilmente da Settembre. |
| **22** | **Deutsche Vermogensberatung**  **Amburgo (Germania)**  [www.dvag.de/leszek- jan.olejniczak](http://www.dvag.de/leszek-%20jan.olejniczak)  Graduatoria di Lingua: | The company Leszeck J. Olejniczak is an independent representative office for DVAG (German Financial Advisors’s Association), leader in all the finance services sector which cooperates with the most renowned financial institutions. | **Tasks**:  The intern will get to know the principles of German financial market, current law and labour market. One of the main duty is looking into and taking care of a proper relationship between the company partners, banks and the DVAG Company.  **Skills**: **GERMAN LEVEL B2/C1. Also fluent English is requested.**  The knowledge of a language of Eastern-European countries is a plus. Students must have knowledge of corporate ethics, businesslike appearance and IT skills, politeness, flexibility, good communication skills, good organization skills, independency and commitment, self-motivation, easiness to make contacts.  Field of Study: Business Administration, Economics, Marketing. Finance. Students are preferred.  A telephone or Skype interview is requested. | n. 2 studenti per 3-6 mesi  **Periodo:**  Da concordare con l’azienda |
| **23** | **EazyCity Ltd.**  **Cork (Irlanda)**  [www.eazycity.com](http://www.eazycity.com/)  **Graduatoria di Lingua:** | EazyCity è l'agenzia leader nel settore dei viaggi studio & lavoro in Irlanda, Regno Unito e presto negli Stati Uniti. | **Tasks**:  The trainee's tasks may vary depending on their level of English and work experience. Usually the tasks required cover working for the accounting department, the sales and marketing department and the operations department (liaising with our partners and clients' requests, working on implementing marketing strategies, liaising with all departments).  **Skills**: **ENGLISH B2 LEVEL (B1 may be considered)**  Field of study: Economics, Marketing & Sales, Economics & Accounting, Strategic Communications.  Customer relationship / customer service (working at front/back office). Knowledge of Office. A Skype interview is requested. | n. 10 studenti per 6 mesi  Periodo:  Preferably from February/March to July /August |
| **24** | **EPN Consulting**  **Londra (Inghilterra)**  [www.epnconsulting.eu](http://www.epnconsulting.eu/)  **Graduatoria di Lingua:** | EPN Consulting is a threefold professional service: Innovative Network of Professionals, Consultancy and Business Hub. | **Tasks**:  Job training in the field of "Management and Marketing" - design a marketing campaign of consultancy firm in a professional field and design of activities of EU projects marketing and dissemination campaigns.  **Skills**: **ENGLISH B2 LEVEL**  Field of study: Marketing e Management | n. 1 studente per 4 mesi  **Periodo**:  Da concordare con l’azienda |
| **25** | **Euroflat Telecom s.l.**  **Madrid (Spagna)**  [www.euroflat.es](http://www.euroflat.es)  **Graduatoria di Lingua:** | Empresa de tecnología italiana, constituida en 1995 en los inicios del GSM en España. Primera empresa española en ofrecer los servicios de adquisición de emplazamientos. | **Tasks**:  Negociacion de contractos de telecomunicaciones; Pagina Web; Organizacion archivios.  **Skills**: **SPAGNOLO LIVELLO B2, ITALIANO MADRELINGUA**  Both students and recent graduates are requested;  A Skype interview might be requested. | n. 1 studente per 6-12 mesi  **Periodo**:  Da Ott, Nov, Dic. |
| **26** | **International Communication Services**  **Londra (Inghilterra)**  [www.italoeuropeo.com](http://www.italoeuropeo.com)  **Graduatoria di Lingua**: |  | **Tasks**: The students can make a good stage in journalism with teorical lessons and practical lessons. The students must make articles, information, report and broadcasting radio. At the end the course will give to all students the certificates of internship with a pdf of the two works.  **Skills: ENGLISH B2 LEVEL**  Knowledge of excel, word, music programs, graphics programs.  Recent graduates are preferred. They might ask for an examination interview. | n. 10 studenti per 2 mesi  **Periodo:**  Da concordare con l’azienda |
| **27** | **Istituto Europeo di Design - IED**  **Madrid (Spagna)**  [www.iedmadrid.com](http://www.iedmadrid.com)  **Graduatoria di Lingua**: | IED è una scuola internazionale di Design, Moda, Arti Visive e Management. | **Tasks**:  Finance - Receive and verify invoices and requisitions for goods and services; Verify that transactions comply with financial policies and procedures; Manage the weekly cheque run; Prepare, verify, and process invoices and coding payment documents; Data enter invoices for payment; Process financial reports.  Marketing - Complete requested tasks given by the Marketing Manager; Help in preparing the promotion of the college using social media; Assist in the management of the IED's Merchandise; Assist in the implementation of branding standards and procedures of the Marketing Department. Administration and Control - Assist the Administrative and Control Office of administrative duties, including compilation and monitoring of revenue, expenditures, accounts payable, accounts receivable, cashiering, financial and accounting functions, grants, budgeting; Assist in the production of the annual budget. Management - Provide problem management/resolution and proactive identification of processing inefficiencies.  **Skills: SPANISH B2 LEVEL and ENGLISH B1 LEVEL**  All must have MS Office knowledge.  All candidates must have an academic career in the field indicated in the three profiles.  Both students and recent graduates are accepted.  There is requested a Skype interview. | n. 4 studenti per 12 mesi  **Periodo**:  Sept 2016 - Sept 2017 |
| **28** | **I-Mage Communications**  **Londra (Inghilterra)**  [www.i-magepr.com](http://www.i-magepr.com/)  **Graduatoria di Lingua**: | I-Mage Communications is an award-winning, result-oriented public relations and marketing consultancy specialising in restaurants, food & drink, lifestyle and leisure. | **Tasks**:  Public Relations Practice; market research; event management; focus on restaurant launches; working with celebrity chefs and organising wine tasting events for the catering trade.  **Skills**:  **ENGLISH B1 LEVEL.**  Field of Study: Marketing, Management; Tourism  Knowledge of office and great interest in event management and organization. A Skype Interview might be requested. | n. 1 studente per 4 mesi  Periodo:  Da concordare con l’azienda |
| **29** | **INRA - Laboratoire de Reserches sur le Développement de l’Elevage**  **Corte (Francia)**  [www.corte.inra.fr](http://www.corte.inra.fr)  **Graduatoria di Lingua**: | Research Unit oriented by the future of livestock activities based upon pastoralism. Main research objects are: territorial governance, resource management, geographical indication, health animal management. | **Tasks**:  Geographical indications. Innovation systems. Management sciences.  **Skills**:  **FRENCH B1 LEVEL**  Strong Agroeconomics background. | n. 2 studenti per 4 mesi  **Periodo**:  Da concordare con l’azienda |
| **30** | **InsolitAmsterdam b.v.**  **Amsterdam (Olanda)**  www.insolitamsterdam.com  **Graduatoria di Lingua :** | InsolitAmsterdam® b.v. è una società internazionale con sede ad Amsterdam che organizza e gestisce soggiorni e visite guidate in italiano per privati, gruppi e scuole ad Amsterdam ed Olanda, per dare un valore aggiunto al vostro soggiorno e rendere la vostra vacanza indimenticabile | **Tasks**:  The intern will deal with every issue concerning the work of tourist management, social media management, media marketing, customer service, blogging and organization of small events and guided tours.  Only for STUDENTS (no recent graduates)  **Skills**: **ENGLISH B2 LEVEL**  Field of Study: Marketing, Management, Tourism, Knowledge of Office. Skype Interview | n. 2 studenti per 6-8 mesi  **Periodo**:  Da settembre 2016 e da febbraio 2017 |
| **31** | **Institute of Economics, Geography and Demography IEGD / CSIC**  **Madrid (Spagna)**  [www.iegd.csic.es](http://www.iegd.csic.es)  **Graduatoria di Lingua:** | The IEGD is a multidisciplinary centre specialized in the analysis of territorial development, applied geography and demography, environmental economics and natural resources management, as well as in sectorial and socioeconomic analysis. | **Tasks**:  Local agro- food systems, short food chains.  **Skills**:  **SPANISH B1 LEVEL, preferably also ENGLISH B1 LEVEL**  Students in Agricultural Economics, Sociology or Geography.  A Skype interview would be preferable. | n. 2 studenti per 4 mesi  **Periodo**:  Da concordare con l’azienda |
| **32** | **Instituto Hispánico de Murcia**  **Murcia (Spagna)**  [www.ihdemu.com](http://www.ihdemu.com)  **Graduatoria di lingua :** | IHM è una scuola di lingua spagnola per studenti stranieri che organizza, oltre ai corsi di lingua,attività sociali e culturali e gestisce alloggi. | **Tasks**:  Progetti di marketing e comunicazione, ricerche di ma rketing internazionale, promozione del prodotto, Community manager, creazione nuovi prodotti, Scrittura/Traduzione testi, ottimizzazione per motori di ricerca, Comunicazione informatica, Ricerche sulla lingua spagnola come risorsa economica nel paese nativo, Contattare agenzie di viaggio, varie Università e Club di Spagnolo.  **Skills**:  **SPAGNOLO LIVELLO B1 E INGLESE LIVELLO B1**  Grande propensione al lavoro di gruppo.  Richiesto colloquio via telefono o Skype. | n. 6 studenti per min. 3 mesi  **Periodo**:  Da concordare con l’azienda |
| **33** | **LECTI ADVENTURE LTD**  **Varna (Bulgaria)**  www.adventure.lecti.eu  **Graduatoria di lingua:  o** | Lecti Adventure organizes specialized travels and stays in Bulgaria and neighbouring countries. We are a multilingual and - cultural team with several years of experience in different kinds of tourism. | **Tasks**:  Routine office work, communication with partners on EU projects, organizing and advertising events, researching of different possible EU funding options, building EU projects from A to Z, carrying out of a EU project, social media presence building.  **Skills**: **ENGLISH LEVEL B2 or higher, preferably also German LEVEL B2 or higher and Scandinavian languages**.  Computer skills, good organizational capabilities, ability for communication and intercultural competence.  Working / studying experience abroad is also necessary.  Bulgarian and Scandinavian language classes are available | n. 1 studente per 12 mesi  **Periodo**:  Da concordare con l’azienda |
| **34** | **LECTI FOUNDATION**  **Varna (Bulgaria)**  [www.lecti.eu](http://www.lecti.eu)  **Graduatoria di lingua:  o** | The mission of Lecti Foundation is to increase tolerance through culture, especially literature, information and education. | **Tasks**:  Routine office work, communication with partners on EU projects, organizing and advertising events, researching of different possible EU funding options, building EU projects from A to Z, carrying out of a EU project, social media presence building.  **Skills**: **ENGLISH LEVEL B2 or higher, preferably also German LEVEL B2 or higher and Scandinavian languages**.  Computer skills, good organizational capabilities, ability for communication and intercultural competence.  Working / studying experience abroad is also necessary.  Bulgarian and Scandinavian language classes are available | n. 2 studenti per 12 mesi  **Periodo**:  Da concordare con l’azienda |
| **35** | **LECTI WINE CO. LTD**  **Varna (Bulgaria)**  wine.lecti.eu  **Graduatoria di lingua: o** | Lecti Wine Co. is an international wine exporter specializing in wines from Bulgaria, wine tastings and tours in Bulgaria. They are interested in the history and culture of wines and wine production. | **Tasks**:  Routine office work, communication with clients, finding new markets and partners of Bulgarian wines, organizing and advertising wine tours and tastings, project – oriented work; possibility to learn more about oenology (wine science), building social presence of the company.  **Skills**: **ENGLISH LEVEL B2 or higher, preferably also German LEVEL B2 or higher and Scandinavian languages**.  Computer skills, good organizational capabilities, ability for communication and intercultural competence. | n. 1 studente per 12 mesi  **Periodo**:  Da concordare con l’azienda |
| **36** | **MALTA TOURISM SOCIETY**  **Institute for Travel, Tourism and**  **Culture (ITTC)**  **Msida (Malta) presso University of Malta.**  [www.um.edu.mt/ittc](http://www.um.edu.mt/ittc)  **Graduatoria di lingua:** | ITTC is responsible for heritage management, cultural issues and socio-economic impacts of tourism, research, in developing a sustainable tourism product, cultural routes, cultural products, media and arts, tourism SMEs,  tourism employment issues, labour studies, island sustainability and tourism economics. | **Tasks**: The trainee will help the Institute by working with local tourism stakeholders such as hotels, restaurants, respective government entities and Ministries, heritage agencies and craft organizations and help with the relationship with AIEST, EUTO, Tourism Networks and the National Rural Development Agency, and the Slow Food Movement in Malta.  **Skills**:  **ENGLISH B1 LEVEL**  Background in Sustainable Tourism | n. 12 studenti per 10 mesi  **Periodo**:  Da concordare con l’azienda |
| **37** | **Maviance GmbH**  **Lipsia (Germania)**  [www.maviance.com](http://www.maviance.com/)  **Graduatoria di Lingua:** | Maviance is young and responsive company with a passion to work with you to bring long term sustainable success to your business by providing the knowledge, services and IT tailored solutions. | **Tasks**: Perform competitive sales analysis with respect to other products on the market and develop a winning strategy for the market. Create sales propositions and sales pitches. Contact clients and organize meetings. Taking part in sales conversation and meetings. Direct sales meetings or indirect sales meetings to partners that would then introduce the products to the clients. Identify the key players (potential customers, competition, partners) in the target market. Create tools to help the customers to understand and to use products.  **Skills: GERMAN B2 LEVEL**  Field of Study: International economics , Management, Marketing. Students are preferred. Knowledge of Microsoft Office. There might be requested a Skype interview. | n. 1 studenti per 6 mesi  **Periodo**:  Da concordare con l’azienda |
| **38** | **MCFO Ltd./The Family Officer Group**  **Londra (Inghilterra)**  [www.thefamilyofficer.com](http://www.thefamilyofficer.com)  [www.mcfo.co.uk](http://www.mcfo.co.uk)  **Graduatoria di Lingua:** | The Group by tradition boasts a deep international knowledge of a few specific industries: Insurance and Financial Services, Property and Hospitality, Food & Beverage and "Made by Italians". | **Tasks**: assist the Director and COO with the company operations and clients account management; Assist with various administrative tasks; Support the accounting team in regards to client accounts management; Work as part of a team responsible for structuring and developing in-depth presentations of various ventures and real estate investments; Assist with Legal matters (especially Taxation and business law) and drafting agreements; Attend meetings with clients and take notes; Help with developing the company website and brochure; Consistently meet or exceed service standards.  **Skills: ENGLISH B2 LEVEL**  Field of Study: Finance, Economics. | n. 2 studenti per 3 mesi  **Periodo**:  Da concordare con l’azienda |
| **39** | **Mediareach Advertising**  **Londra (Inghilterra)**  [www.mediareach.co.uk](http://www.mediareach.co.uk/)  **Graduatoria di Lingua:** | Mediareach is a unique Marketing and Advertising agency. | **Tasks**:  Marketing and Business Administration.  **Skills**:  **ENGLISH B1 LEVEL**  Field of study: Economics, Marketing, Management  Knowledge of Office | n. 1 studente per 2 mesi  **Periodo**:  Da concordare con l’azienda |
| **40** | **MEP Europrojects**  **Granada (Spagna)**  [www.mepegranada.com](http://www.mepegranada.com/)  **Graduatoria di Lingua:** | M.E.P. Europrojects Granada is a private training organisation mainly aimed at organising and implementing in Granada different European projects. | **Tasks**:  Preparing and developing projects, translations, administrative and logistic tasks. The trainee can also develop her organisational and communicational skills and foreign languages working with international groups.  **Skills: SPANISH B1 LEVEL**  Both students and recent graduates are accepted. | n. 4 studenti per 6 mesi |
| **41** | **Museo del Baile Flamenco**  **Sevilla (Spagna)**  [www.museoflamenco.com](http://www.museoflamenco.com)  **Graduatoria di lingua:** | Il museo si occupa, oltre la gestione delle sale da visitare, dell’organizzazione di eventi culturali/tradizionali e di esibizioni di flamenco. | **Tasks**:  Accoglienza visitatori, Marketing online, Organizzazione degli eventi culturali, serate, spettacoli, Esecuzione delle varie mansioni necessarie in un museo, Marketing e promozione.  Il museo offre la possibilità di presentare un proprio progetto di studio inerente il Museo e portarlo avanti nei mesi del tirocinio.  **Skills: SPAGNOLO LIVELLO B1**  Buona conoscenza della lingua spagnola e della lingua inglese.  Indicato per studenti di Turismo e Marketing, sia triennale che magistrale. | n. 10 studenti per 3 mesi  **Periodo**:  Da concordare con l’azienda |
| **42** | **Oxfam Finance Office**  **Newcastle (Inghilterra)**  [www.oxfam.org.uk](http://www.oxfam.org.uk)  **Graduatoria di Lingua:** | Oxfam is a global movement of millions of people who share the belief that, in a world rich in resources, poverty isn't inevitable. In just 15 years, extreme poverty has been halved. 15 more years and we can end it for good. | **Tasks**:  Assist with the processing of income and/or expenditure for all the Oxfam shops in the UK.  **Skills**:  **ENGLISH B1 LEVEL**  Field of Study: Business, Accountancy, Economics.  Both students are recent graduated are preferred. | n. 4 studenti per 2-12 mesi  **Periodo**:  Da concordare con l’azienda. |
| **43** | **PG&E Professional Services**  **Londra (Inghilterra)**  [www.accountsco.it](http://www.accountsco.it/)  **Graduatoria di Lingua:** | Studio di dottori commercialisti, revisori contabili e consulenti fiscali | **Tasks**:  This internship would be suitable for someone who wants to embark on a career as an international tax consultant. We have offered permanent positions to interns in the past.  **Skills**:  **ENGLISH C1/C2 LEVEL**  Field of Study: Economics/Business/Accounting  Both students and recent graduates are accepted.  There will be a Skype interview and the candidate will also be asked to go to London for a further interview. | n. 1 studenti per 6 mesi  **Periodo**:  Da concordare con l’azienda |
| **44** | **Research Center for Spatial and Organizational Center- CIEO**  **Faro (Portogallo)**  [www.cieo.pt](http://www.cieo.pt/)  **Graduatoria di Lingua**: | It executes and promotes research in view of the creation of a scientific multidisciplinary knowledge in the following areas: Cities and Spatial Dynamics; Organizations, Innovation and Learning Spaces; Tourism and Well-being in Society. | **Tasks**:  Regional and rural analysis and location theory. Use of statistical and econometric methods. Tools for database preparation.  **Skills: ENGLISH B1 LEVEL**  English written knowledge is compulsory, spoken is advisable.  Regional and rural analysis and location theory. Use of statistical and econometric methods. Tools for database preparation. Attendance of the second or the third cycle of studies. | n. 1 studente per 6 mesi  **Periodo**:  Da concordare con l’azienda |
| **45** | **Sagitter One**  **Londra (Inghilterra)**  [www.sagitterone.co.uk](http://www.sagitterone.co.uk)  **Graduatoria di Lingua:** | Sagitter One is an established and well-respected Boutique Hospitality Consultancy based in London. | **Tasks**:  Assisting the project manager on a daily basis in the following: administration, property finding activities, marketing activities, business development and planning and clients' related activities. Managing a number of project concurrently of different sizes and complexities.  **Skills**:  **ENGLISH B2 LEVEL**  Field of Study: Business development, Marketing, Management, Tourism.  Knowledge of the marketing field, events, administration and client/customer service. Business strategies and social media marketing applications.  Both students and recent graduates are accepted.  There might be asked a telephone/Skype interview. | n. 1-3 studenti per 3-6 mesi  **Periodo**: Preferibilmente da Settembre 2016 |
| **46** | **San Martin –Sociedade Textil**  **Gondim-Maia (Portogallo)**  [www.sanmartin.pt](http://www.sanmartin.pt)  **Graduatoria di Lingua:** | Sanmartin – Sociedade Têxtil, Lda developed a project directed to the trade of fabrics and fashion accessories, and have as base to their actions, in five fundamental principles that they believe in: Current design; Superior quality of the article; Competitive prices; Efficient customer service; Efficient After-Sell Service. | **Tasks**:  Supporto e sviluppo di iniziative specifiche di conquista di nuovi mercati e fidelizzazione dei clienti attuali, lavorando in stretto contatto con il nostro dipartimento commerciale (internazionale) e di marketing.  **Skills**: **ENGLISH B1 LEVEL, ITALIAN MOTHERTONGUE**  Field of study: Economy, Marketing, Finance.  A good candidate should have initiative, good interpersonal skills and wish to learn and help. Students are preferred.  A Skype interview might be requested. | n. 1 studente per 12 mesi  **Periodo**:  Da concordare con l’azienda, preferibilmente da Ottobre |
| **47** | **School of Fine Arts, Aristotle University of Thessaloniki**  **Salonicco (Grecia)**  [www.vis.auth.gr](http://www.vis.auth.gr)  **Graduatoria di Lingua**: | The School of Visual and Applied Arts, has been operating since the 1984-85 academic year and it is the oldest School in the Faculty of Fine Arts. | **Tasks**:  Web-blog creation, Fine Arts-Visual, Arts-Media, Arts Management, Residency Organizing  **Skills**: **ENGLISH B1 LEVEL**  Field of Study: Marketing, Management  Knowledge of Office, Social Networks, Social Blogging, Media | n. 1 studente per 3 mesi  **Periodo**:  Da concordare con l’azienda |
| **48** | **Serenity Holidays**  **Fareham (Inghilterra)**  [www.serenity.co.uk](http://www.serenity.co.uk)  **Graduatoria di Lingua**: | Serenity Holidays is a specialist UK tour operator offering quality holidays to a number of interesting destinations from The Gambia, Senegal and Cape Verde in West Africa to the islands of Corsica, Sardinia and Sicily in the Mediterranean. | **Tasks**:  Development of business English (both written and spoken), understanding the procedures of a tour operator focusing on the commercial department. The candidate will improve their knowledge of the UK tourist sector and in particular of the Sardinia and Sicily destinations. The candidate based at Serenity Holidays office (Fareham, UK) will deal with sales, marketing and web departments on a daily basis. Following an introductory training period the trainee will take charge of the following tasks: competitors analysis, flight prices management, sales staff support, help marketing office to prepare promotional campaigns..  **Skills: ENGLISH B2 LEVEL**  Field of study: Marketing, Tourism.  Knowledge of Social networks, Office (Excel, Word Outlook), Tourism in Sardinia and Sicily.  Telephone Interview is requested. | n. 1 studente per 6 mesi  **Periodo**:  Da settembre 2016 e da febbraio 2017 |
| **49** | **Società Dante Alighieri**  **Berlino (Germania)**  [www.danteberlin.com](http://www.danteberlin.com)  **Graduatoria di Lingua**: | Es ist sie eine weltweit tätige Gesellschaft. Nach dem Dichter Dante Alighieri benannt, der als Begründer der italienischen Sprache gilt, fördert die Società Dante Alighieri die italienische Sprache und Kultur. | **Tasks**:  The "Junior cultural manager intern" will develop his/her skills in cultural marketing, public relations and event management. He/she will be tutored by our board. He/She will also support the staff through administrative tasks, finance co-management of the association and budgeting. He/She will be in charge of managing the equipment, materials and supplies of the organization. The trainee should act as a strategic link between the members, staff, teachers, artists and other key players involved in the preparation, implementation and delivery of our cultural programm and related activities.  **Skills**:  **GERMAN B1 LEVEL**  Knowledge of Microsoft Office and Email.  Both students and recent graduates are preferred.  A telephone/Skype interview might be requested. | n. 2 studenti per 3 mesi  **Periodo**:  Da concordare con l’azienda |
| **50** | **Sprechenatelier Berlin**  **Berlino (Germania)**  www.sprachenatelier-berlin.de/it  **Graduatoria di Lingua**: | Lo Sprachenatelier Berlin si concepisce, sin dalla sua fondazione nel 2003, sia come scuola di lingua che come atelier, cioè come luogo in cui far coincidere incontri interculturali all’insegna delle lingue e creativi scambi di idee. | **Tasks**:  Graphic Design, Event Marketing Office Administration, Video and Animation, SEO and Social Media Marketing.  **Skills**: **GERMAN B2 LEVEL, ENGLISH B1/B2 LEVEL**  Further knowledge: Texts translation, Social networks, Writing skills, Internet affinity.  Both students and recent graduates are accepted. | n. 6 studenti per 12 mesi  **Periodo**:  Da concordare con l’azienda |
| **51** | **Studio Commercialisti Londra Ltd**  **Londra (Inghilterra)**  [www.studiocommercialisti-londra.com](http://www.studiocommercialisti-londra.com)  **Graduatoria di Lingua**: | It has the objective of promptly responding to the ever-changing requirements of the Italian commercial markets. They offer their clients a personalised consultancy service aimed at resolving bureaucratic and fiscal elements of business operations. | **Tasks**:  Preparation or account files, review by manager; production of self-assessment and corporation tax returns and VAT returns; to be proactive in bringing matters to the attention of the manager; to deliver excellent client service face to face, on the telephone and in writing; to draft letters to clients.  **Skills**:  **ENGLISH: B2 LEVEL**  Field of Study: Economics, Finance. Knowledge of Office | n. 1 studente per 3 mesi  **Periodo**:  Da concordare con l’azienda |
| **52** | **Taronja School**  **Valencia (Spagna)**  [www.taronjaschool.com](http://www.taronjaschool.com)  **Graduatoria di Lingua**: | Taronja School in Valencia, Spain, offers a new perspective to learning Spanish. The school offers students a friendly and attractive atmosphere with a different Spanish learning method. The school places great importance on the social and cultural integration of students. | **Tasks**:  Trainee Type A: The trainee who applies to this internship will learn and perform tasks related to this school's touristic aspects: preparation of a weekly cultural program and cultural visits, involvement and coordination of the activities, preparation of the material and also information and support given to the students, reception of new students and help in administrative tasks. Trainee type B: Organization and Administration. This internship is dynamic and variable, the trainee will need to adapt him/herself to different jobs like: translation, editing of school material, investigation and research of new markets. The trainee will provide to help in administrative tasks and social-cultural activities. He/she will put in practice computer skills and abilities to manage multiple agendas and priorities with a minimum of supervision and ability to meet deadlines.  **Skills: SPANISH B1 LEVEL and ENGLISH B2 LEVEL.**  Field of Study: Tourism, Economics, Marketing, Management  Knowledge of social media networks and Word, Excel, PowerPoint | n. 4 studenti per 6 mesi  **Periodo**:  Da concordare con l’azienda |
| **53** | **Tastaly Ltd**  **Londra (Inghilterra)**  [www.tastaly.com](http://www.tastaly.com)  **Graduatoria di Lingua**: | From it’s humble beginnings as a small farm in Mount Sicani, Tastaly now supplies restaurants across London with a wide range of high quality, premium foods. | **Tasks**:  Sales, Marketing, Accountancy, Management  **Skills: ENGLISH B1 LEVEL.**  Field of Study: Economics, Marketing, Management. | n. 2 studenti per 4 mesi  **Periodo**:  Da concordare con l’azienda |
| **54** | **Uk London Flat**  **Londra (Inghilterra)**  [www.uklondonflat.uk](http://www.uklondonflat.uk)  **Graduatoria di Lingua**: |  | **Tasks**:  Welcoming clients in the office, going with them to visit the properties, answering their enquiries by phone/email and carrying marketing campaigns on Facebook and other social medias.  **Skills**:  **ENGLISH B2 LEVEL**  Field of study: Marketing, Tourism  Knowledge of social media networks and Office | n. 2 studenti per 3 mesi  **Periodo**:  Da concordare con l’azienda |
| **55** | **Videoplugger Ltd**  **Londra (Inghilterra)**  [www.videoplugger.com](http://www.videoplugger.com/)  **Graduatoria di Lingua**: | Videoplugger is an international video content agency with a multilingual staff providing content, digital delivery tools, and consulting to the worldwide media market. Videoplugger represents agencies footage archives, small TV stations, production companies and independent videographers taking care of their international distribution. | **Tasks:**  Updating the database of the company, publishing digital material; Managing sales accounts, performing sales and pitching of our products and services; Liaising with international clients and suppliers; Business development; Search for new market possibilities for the company and expand the market base of the company; Diary management; Other general duties are required.  **Skills**:  **ENGLISH B1 LEVEL**  Field of Study: Marketing, Finance.  Knowledge of languages and video editing are required.  Both students and recent graduates are requested.  A Skype Interview might be requested. | n. 1 studenti per 5 mesi  **Periodo**:  October-Dec March-May |
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