

INTERNATIONAL OFFICE OF THE FACULTY OF SCIENCES, UNIVERSITY OF PORTO**PLACEMENT OFFER**

COMPANY	Faculty of Sciences, University of Porto
LOCATION	Rua do Campo Alegre s/n 4169-007 Porto Portugal
MAIN ACTIVITY	Public University
PLACEMENT OFFERED	In the context of Higher Education mobility programmes the internship aims at: Provide support for the events organised by this unit like informative sessions regarding the mobility programmes and reception of students. Maintenance of databases and archiving. Students answering service. General administrative support (use of e-mail, telephone, fax)
STUDENT PROFILE	Any relevant discipline. Good English. Knowledge of Portuguese/Spanish/French is an advantage. Good communication skills.
TYPE OF STUDIES	.
LEVEL OF STUDIES	Undergraduate or postgraduate student
DESIRED SKILLS	Interested in international affairs. Flexibility to adapt to different work activities. Ability to work in an international environment. Computer skills
LANGUAGE	English – written and spoken Knowledge of Portuguese is considered an advantage
NATIONALITY	-
STARTING DATE	15 th May till 15 th February
DURATION	9 months (or more)
SALARY	No financial contribution
GRANT (eg. ERASMUS or LEONARDO)	To be considered by the home institution (or country). Mandatory.
ACCOMMODATION	In the University's residences: 150 € per month for shared room and 200 € per month for single room (subject to availability) or in a flat to be shared with other students (average 200 € per student per month)
DEADLINE	Applications should include a CV and motivation letter. The deadline for receiving applications is a.s.a.p.
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