



International Cooperations Office of Erzurum Technical University is recruiting Erasmus+ Interns

Application Deadline

30 March 2020

Commencement

Flexible

Duration

2-3 months

Commitment

Full-Time

Mon-Fri: 09:00-16:00

Language Skills

English : minimum B2-level is a must

German or Polish or Turkish: not a must but a plus

Location

[Erzurum, Turkey](#)

Website

[ETÜ](#)

Contact Info

[International Cooperations Office](#)

YOUR ROLE is to act as a mediator between the Erasmus+ students and universities. This vacancy will enable the intern to demonstrate communication skills, to take responsibility, to engage with a different culture and to gain initial hands on experience in an international office abroad.

YOUR DUTIES as an intern are the following subjects:

- ◆ office work : dealing with paperwork and assist outgoing exchange students/staff
- ◆ up-dating website: redaction and/or translation
- ◆ event organisation

IF YOU ARE

- ◆ having an Erasmus+ grant is an absolute MUST!
- ◆ enrolled as a bachelor/master student in Languages & Philological Sciences, Business Studies, Management Science, Humanities, Education, Teacher Training or any other related subjects
- ◆ IT Skills: Microsoft Office (good), Graphic Programs (basic), Video/photo editing is a plus
- ◆ good interpersonal and communication skills

WE OFFER

To make our interns feel at home we present:

- ◆ 50% financial support for accomodation(for dorms)
- ◆ free ice skating
- ◆ buddy support to make your life easier here
- ◆ free curling

IF YOU WISH TO JOIN US FOR YOUR INTERNSHIP, THEN WE ARE WAITING FOR YOUR CV to be sent to erasmus@erzurum.edu.tr with the subject line "Erasmus ICO Intern"

For questions please dial: 0090 444 5 388 extension code: 2274/2276

Let us shape the future together

www.erzurum.edu.tr

