



**Universitat Autònoma
de Barcelona**

Placement Offer

Erasmus+ Traineeship 2015-Support to International Students

EMPLOYER INFORMATION	
Name of organization	Autonomous University of Barcelona
Address	Campus UAB-Bellaterra
Postal Code	08193
City	Cerdanyola del Vallès (Barcelona)
Country	Spain
Telephone	+34 93 581 22 10
Fax	+34 93 586 80 25
Website	www.uab.cat
Number of employees	University: around 4000. International Relations Office: 25. International Welcome Point: 7.
Year of foundation	1968
Contact person	Mireia Galí, Jorge Benítez
Department / Function	International Relations Office/ Support to International Students at the International Welcome Point
Direct telephone number	+34 93 581 41 65/ 49 55
Direct e-mail address	Mireia.Gali@uab.cat , JoseJorge.Benitez@uab.cat

PLACEMENT INFORMATION	
Department / Function	International Relations Office/ Support to International Students at the International Welcome Point
Description of activities	-Support to international students (registration, info about accommodation, etc...)



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	-Legal support on immigration procedures -Logistical support on internal procedures -Email and phone call assistance to international students
Duration	Three months (from September 1 st to November 30 th) or two months (from September 1 st to October 31 th)
Working hours / Weekly hours	30 hours weekly
City	Barcelona
Help with finding accommodation and insurance	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Financial Contribution	<input type="checkbox"/> Yes (if Yes, please specify the amount) EUR...../month <input checked="" type="checkbox"/> No
Other	Will be accepted only candidates that have received a grant from their sending institution (Erasmus+)

REQUIREMENTS

Oral and written language skills	<input checked="" type="checkbox"/> English (level:) B2 <input type="checkbox"/> German (level:) <input type="checkbox"/> French (level:) <input checked="" type="checkbox"/> Spanish (level:) B1 <input type="checkbox"/> Italian (level:) <input type="checkbox"/> Russian (level:) <input type="checkbox"/> Other (level:) Any other language will be appreciated
Computer skills	Ms Office applications
Drivers license	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other	It is mandatory to have medical insurance

ADMISSION PROCEDURE

Applications, steps of recruiting process	Send an email with your attached CV to international.welcome.point@uab.cat to the attention of Mireia Galí and Jorge Benítez
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