## Placement Offer

**Erasmus+ Traineeship 2019—Support to International Students**

### EMPLOYER INFORMATION

<table>
<thead>
<tr>
<th>Name of organization</th>
<th>Universitat Autònoma de Barcelona (Autonomous University of Barcelona)</th>
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</thead>
<tbody>
<tr>
<td>Address</td>
<td>Campus UAB-Bellaterra</td>
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<tr>
<td>Postal Code</td>
<td>08193</td>
</tr>
<tr>
<td>City</td>
<td>Cerdanyola del Vallès (Barcelona)</td>
</tr>
<tr>
<td>Country</td>
<td>Spain</td>
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<tr>
<td>Telephone</td>
<td>+34 93 581 22 10</td>
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<tr>
<td>Fax</td>
<td>+34 93 586 80 25</td>
</tr>
<tr>
<td>Website</td>
<td><a href="http://www.uab.cat">www.uab.cat</a></td>
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<tr>
<td>Year of foundation</td>
<td>1968</td>
</tr>
<tr>
<td>Contact person</td>
<td>Jorge Benítez</td>
</tr>
<tr>
<td>Department / Function</td>
<td>Area of International Relations/ Support to international students at the International Support Service</td>
</tr>
<tr>
<td>Direct telephone number</td>
<td>+34 93 581 49 55</td>
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<tr>
<td>Direct e-mail address</td>
<td><a href="mailto:international.welcome.point@uab.cat">international.welcome.point@uab.cat</a></td>
</tr>
</tbody>
</table>

### PLACEMENT INFORMATION

| Department / Function | Area of International Relations/ Support to international students at the International Support Service |
### Description of activities
- Support to international students (registration, info about accommodation, etc...)
- Legal support on immigration procedures
- Logistical support on internal procedures
- Email and phone call assistance to international students

### Duration
Two months (from August the 19th to October the 19th)

### Working hours / Weekly hours
30 hours weekly

### City
Barcelona

### Help with finding accommodation and insurance
☐ Yes
☐ No

### Financial Contribution
☐ Yes (if Yes, please specify the amount) EUR....../month
☐ No

### Other
Only candidates that have received a grant from their sending institution (Erasmus+) will be accepted

### REQUIREMENTS

#### Oral and written language skills
☐ English (level: ) B2
☐ German (level: )
☐ French (level: )
☒ Spanish (level: ) B2
☐ Italian (level: )
☐ Russian (level: )
☐ Other (level: ) Any other language will be appreciated

#### Computer skills
Ms Office applications

#### Drivers license
☐ Yes
☐ No

#### Other
It is mandatory to have medical and liability 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 Jorge Benítez