



Internship in Satakunta University of Applied Sciences, SAMK, FINLAND

- Employer:** Satakunta University of Applied Sciences, SAMK;
International Relations and Language Center
- Short introduction** SAMK has 6500 students and 450 staff members. SAMK operates in 4 cities in the Satakunta region. The interns will be working within the
- **SAMK campus Pori**, (address: Satakunnankatu 25, FI.28130 Pori)
- Website:** www.samk.fi/english
- Contact person:** Riitta Rissanen
riitta.rissanen@samk.fi
- Period of the internships:** Starting 7 August 2017 until 22 December 2017
Working hours: App. 7 h 15 min / day
- Tasks:** The internship is in the SAMK campus Pori International Relations and Language Center. The internship will consist of different tasks related to international affairs. The main tasks would be:
- assisting in practicalities related to student exchange (incoming, outgoing)
 - working on international relations social media, information material, producing information material, e.g. updating the www-site and pp-material
 - correspondence with international partners
 - assisting with event organisation such as International cafés and International week
 - other administrative tasks
- Skills required:** We are looking for 3rd year students from the area of business or communication or other suitable area, with:
- good command of English (other languages are considered an asset)
 - international experience
 - valid driver's license
 - basic knowledge of Microsoft Office (other computer skills are an asset, especially In Design)
- Salary:** App. 1050,00 €/month minus taxes
Practicalities: Accommodation is offered in the student dormitory. Rent app. 300€.
- More information and applications with CV:
riitta.rissanen@samk.fi (SAMK campus Pori Pori)
- Deadline:** **23 April 2017**