



**Universitat Autònoma  
de Barcelona**

**Placement Offer**

***Erasmus+ Traineeship 2015–Support to International Students***

<b>EMPLOYER INFORMATION</b>	
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	<a href="http://www.uab.cat">www.uab.cat</a>
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	<a href="mailto:Mireia.Gali@uab.cat">Mireia.Gali@uab.cat</a> , <a href="mailto:JoseJorge.Benitez@uab.cat">JoseJorge.Benitez@uab.cat</a>

<b>PLACEMENT INFORMATION</b>	
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...) -Legal support on immigration procedures



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	-Logistical support on internal procedures -Email and phone call assistance to international students
Duration	Three months (from September 1 <sup>st</sup> to November 30 <sup>th</sup> ) or two months (from September 1 <sup>st</sup> to October 31 <sup>th</sup> )
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 <a href="mailto:international.welcome.point@uab.cat">international.welcome.point@uab.cat</a> to the attention of Mireia Galí and Jorge Benítez
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