

ERASMUS PROGRAMME - INTERNSHIP
2014 -2015

INTERNATIONAL RELATIONS OFFICE UNIVERSITY MONTPELLIER 3

2 ERASMUS PLACEMENTS AVAILABLE

Occupation: Assistant to International Office Staff

Location : International Relations Office

Missions

Welcoming students, dealing with students and teachers requests, etc.

Required skills

Master Degree Level

French level: B2

English Level: C1

Main skills:

- Friendly and open-minded
- Able to work in a team
- Adaptability
- Organizational skills
- The intern should have a good command of computer resources

Working environment

Maximum weekly working hours: 30h.

The intern's personal schedule will be taken into account as far as possible

CONTACT: Institutional Erasmus Coordinator: ludovic.heyraud@univ-montp3.fr

Duration of the internship: from September 2014 to june 2015

No gratification by the University

Student status permitting to benefit the student discounts

Possibility to get student accommodation

UNIVERSITE PAUL-VALERY – MONTPELLIER III FRANCE

ERASMUS PROGRAMME - INTERNSHIP 2014 -2015

LEGAL SERVICE UNIVERSITY MONTPELLIER 3
1 ERASMUS PLACEMENT AVAILABLE

TEAM : 6 persons

MAIN ACTIVITIES : legal services and advice to the statutory organs of the university and to the administration

MISSION : legal service assistant

INTERNSHIP'S THEME :

1/ choice 1 : worldwide comparaisn between legal services in higher education

2/ choice 2 : study on legal rules on contracts in Europe

3/ other themes can be accepted

REQUIRED SKILLS :

1/ Master Degree Level

B1 level in french written

CONTACT : legal service (SAJI) 0033467142453 : Director Stéphanie DELAUNAY saji@univ-montp3.fr

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Possibility to get student accommodation