UNIVERSITE PAUL-VALERY – MONTPELLIER III FRANCE
International Relations Office

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
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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 comparaison 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

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