The Catholic University of Lyon offers an Erasmus Work placement in the International Relations Office.

Internship dates: from September 2015 until February 2016
Working hours: full-time (35 hours / week)

Responsibilities:
- Organization of the activities of the “International Student Board”
- Internet research regarding new partners from all over the world
- Administrative tasks

Required skills:
- Very good knowledge French and English
- Knowledge of Microsoft Word, Excel, Access
- Good level of organizational and communication skills

How to apply?

Applications, including a CV and a motivation letter, should be sent by e-mail at the following address: riucl@univ-catholyon.fr

The team of the International Relations Office is looking forward to receiving your application!