--- Treść przekazanej wiadomości ---

Temat: Apply for internship in Itally

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Nadawca: Grazia Martucci <grazia.martucci@culturaedintorni.org>

Dears,

I am Grazia Martucci, head of the International Relations Department of Cultura e Dintorni.

Cultura e Dintorni is an Italian agency, located in Italy; Martina Franca in the Puglia region.

The agency is dedicated to the management of European mobility projects, especially under Erasmus + programs, Youth Guarantee; to internship in companies for young people and training course for teachers; to support work for European projects but also to tourism promotion and improvement of Puglia.

Cultura e Dintorni cooperates with several partners from all over Europe, with public organizations and private companies of Puglia that welcome young guests from all over Europe for training or internship.

We are pleased to offer to your students an internship position (1 to 6 months) from September 2022 with CULTURA E DINTORNI agency. The requirements for the position are:

• knowledge of English language (and/or Polish and/or Spanish)

• strong communication, interpersonal and presentation skills

• proficient in Microsoft Office

• positive attitude

• work cooperatively with a wide range of personalities

• motivated

Duties and responsibilities include:

• contacting institutions to promote our company and services

• Data entry

• Web network contents (Facebook, Instagram, Youtube)

• groups involvement activities (administration tasks, preparation of documents, cultural activities etc)

• writing or translate texts

We can offer the students a minimum amount to cover food and transfer costs.

For further information please consult our facebook page at "Cultura e Dintorni".

I look forward to discussing this with you.

Should you need any further information, please do not hesitate to contact me.

Best regards

Grazia Martucci

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