### INFORMATION OF HOST UNIVERSITY

**Name of institution:** Universidad de Guadalajara  
**Address:** Av. Juárez No.976, Col. Centro CP 44100 Guadalajara, Jalisco, Mexico  
**Telephone:** +52 (33) 3134-2222  
**Web:** http://www.udg.mx  
**Short description:** Universidad de Guadalajara is part of the university network of the State of Jalisco, public and independent, of international orientation and social commitment that satisfies the educational needs of middle and upper level of research and scientific and technological dissemination to influence sustainable development and inclusive society. Respects cultural diversity, the principles of social justice, democratic coexistence and collective prosperity

### INFORMATION OF PLACEMENT OFFER

**Department:** Foreign Languages  
**Description of activities:** Assist professors in the development of educational material, organisation of courses and implementation of academic projects  
**Working languages:** Spanish, English and Italian  
**Working place:** Centro Universitario del Norte Carretara Federal No. 23 Km 191 CP 46200 Colotlán, Jalisco, Mexico  
**Length:** Minimum 7 working days and maximum 15 days  
**Holiday period:** 25 March 2018 to 8 April 2018  
**Daily working time:** To be agreed with the candidate (usually 20/30 hours per week)  
**No. of offered placements:** 1  
**Is the university offering accommodation?:** Yes  
**Indicate conditions:** Unspecified  
**Is the university offering any supplementary contribution?:** Yes  
**Indicate what and conditions:** Unspecified

### CURRICULAR PROFILE OF CANDIDATE

**Required experience:** Unspecified  
**Required skills:** Basic knowledge of office software, interested in international cooperation and teamwork  
**Required academic title:** Unspecified  
**Category**  
- Diploma
- Degree
- Postgraduate degree
- Master
- Doctorate
- Other: