

PLACEMENT OFFER USC02

INFORMATION OF HOST UNIVERSITY

Name of institution:	Universidade de Santiago de Compostela
Address:	Praza do Obradoiro, s/n Santiago de Compostela 15782 - A Coruña (España)
Telephone:	+34 811 811 000
Web:	www.usc.es
Short description:	The University of Santiago de Compostela (USC) is a multi-centennial institution with a vocation for the future and a capacity for international projection, attentive to the needs of the society in which it is an academic reference and in which it carries out its teaching and research work.

INFORMATION OF PLACEMENT OFFER

Department:	Area of Quality and Improvement of Processes
Description of activities:	-Coordinating and providing technical support to the evaluation, certification and accreditation processes. -Starting-up the quality plans in the USC. -Driving the Quality management system of the USC. -Designing and developing procedures for the accreditation of qualifications and services in accordance with the guidelines established at national and regional level. -Analysing procedures and formulating proposals for improvement, either through the redesign of processes or even through the proposed reorganisation of services
Working languages:	Spanish and Galician
Working place:	Santiago de Compostela
Length: (minimum 7 working days– maximum 15 days)	7 working days
Daily working time:	8 hours
No. of offered placements:	1
Is the university offering accommodation?:	☒ Yes Indicate conditions: University residence and food allowance
Is the university offering any supplementary contribution?:	☒ Yes Indicate conditions and what: Transfer from and to the airport

CURRICULAR PROFILE OF CANDIDATE

Required experience:	-Experience in process management -Experience in quality system management and quality assurance systems for teaching -Experience in satisfaction measurement (preparation and treatment of surveys, focus group, etc...)
Required skills:	Teamwork abilities, communication skills, analytical skills, planning and management skills
Required academic title:	University-level education
Category	☒ Diploma ☒ Master ☒ Degree ☒ Doctorate ☒ Postgraduate degree Other: