

**CGU Stella for Staff 2024**  
*Professional Mobility Programme for Services Staff*

**PLACEMENT OFFER ANAH02**

**INFORMATION OF THE HOST UNIVERSITY**

<b>Name of institution</b>	Anahuac Xalapa University.
<b>Address</b>	Circuito Arco Sur s/n Lomas Verdes, CP. 91098 Xalapa Veracruz, México.
<b>Telephone</b>	+52 228-819-1515.
<b>Web</b>	<a href="https://www.anahuac.mx/veracruz/xalapa/alumnos/internacionalizacion">https://www.anahuac.mx/veracruz/xalapa/alumnos/internacionalizacion</a> .
<b>Short description</b>	At the Universidad Anáhuac Veracruz Xalapa campus, we train leaders of positive action who transform society. Our Educational Model 2025 of integral formation seeks the harmonious development of the different personal facets of students: intellectual, professional, human, spiritual and social. A positive action leader is a person capable of positively influencing others and their environment to guide them towards the construction of the common good.

**INFORMATION OF THE PLACEMENT OFFER**

<b>Department</b>	International Office.
<b>Description of activities</b>	Internationalization dissemination project; consultancy for administrative improvement and development of best practices in the internationalization office; international program development.
<b>Working languages</b>	Spanish, English or French.
<b>Working place</b>	Circuito Arco Sur s/n Lomas Verdes, CP. 91098 Xalapa Veracruz, México.
<b>Mobility period</b>	To be agreed with the candidate.
<b>Length</b>	15 working days.
<b>Daily working hours</b>	4 hours.
<b>Accommodation</b>	The host university will cover the cost of the accommodation for the selected candidate.
<b>No. of placements</b>	1.

**CURRICULAR PROFILE OF THE CANDIDATE**

<b>Academic title</b>	Degree.
<b>Required experience</b>	Working experience in an internationalization office, process development; international programs development.
<b>Required skills</b>	Communication, teamwork.