

CGU Stella for Staff 2024
Professional Mobility Programme for Services Staff

PLACEMENT OFFER ANAH06

INFORMATION OF THE HOST UNIVERSITY

Name of institution	Anahuac Xalapa University.
Address	Circuito Arco Sur s/n Lomas Verdes, Mexico.
Telephone	+52 228 819 1515.
Web	https://www.anahuac.mx/veracruz/xalapa .
Short description	An academic institution that aims to contribute to the integral formation of professional leaders with strong community commitment and to institutionally promote the authentic development of the person and society, inspired by the values of Christian Humanism.

INFORMATION OF THE PLACEMENT OFFER

Department	Graduates and Professional Development.
Description of activities	This profiles will help "Graduates and Professional Development" area with international employability experiences, which will help new graduates to find better opportunities in his country and around the world. This beneficiary will help us to complement the employability projects of our University by sharing his/her experience in the area.
Working languages	Spanish / English.
Working place	Postgraduates and institutional development. Circuito Arco Sur No. Sn Reserva Territorial, 91098 Xalapa-Enríquez, Veracruz.
Mobility period	To be agreed with the candidate.
Length	15 working days.
Daily working hours	5 hours.
No. of placements	1.

CURRICULAR PROFILE OF THE CANDIDATE

Academic title	Master, Degree.
Required experience	Experience with projects development in benefit of the university students and graduates, specially focused on employability strategies and the development of professional skills, including the use of employability platforms. It is desire to have experience with business network, to share his/her experience focused on getting job offers for graduates; It would be very useful if the beneficiary has experience in the developments of soft skills for employability.
Required skills	<ul style="list-style-type: none"> • Communication skills. • Use of Microsoft Office. • Team work.

CGU Stella for Staff 2024
Professional Mobility Programme for Services Staff

PLACEMENT OFFER ANAH06

	<ul style="list-style-type: none">• Data analyst.• Experience elaborating results reports.• Well manage of time and activities.• Service attitude.• Strong sense of responsibility and initiative.• Strong values and integrity.
--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------