

CGU Stella for Staff 2024
Professional Mobility Programme for Services Staff

PLACEMENT OFFER PAN01

INFORMATION OF THE HOST UNIVERSITY

Name of institution	Pan-European University.
Address	Tomasikova 20, SK-82102 Bratislava (Slovakia).
Telephone	+421248208807.
Web	www.paneuuni.com/en .
Short description	The Pan-European University (PEU) is a private HEI, located in Bratislava, the capital of Slovakia. It offers programs in all 3 cycles of higher education at its currently 5 faculties - the Faculty of Law, Economics and Business, Media and Communication, Psychology and Informatics.

INFORMATION OF THE PLACEMENT OFFER

Department	Rectorate, Directorate for International Affairs.
Description of activities	The mobility participant will be involved into the daily work of the International Office, under the direct supervision of institutional head for internationalisation. The work will include an orientation in strategies of internationalisation, bilateral and multilateral cooperation policies and activities, international cooperation projects and strategies of mobility actions. Inter-institutional interconnections with the participant's home institution will be specifically sought for and welcome. Good practices and collaboration in establishing new ways of communication in the field of international cooperation and addressing new approaches to the dynamics in international academic affairs shall have an additional focus.
Working languages	English.
Working place	PEU, Rectorate, Tomasikova 20, SK-82102 Bratislava.
Mobility period	To be agreed with the candidate within the indicated period. Summer months (July, August).
Length	7 working days.
Daily working hours	8 working hours (flexible times).
Supplementary contribution	Free pick up from and drop off to the Vienna International Airport (closest well connected international airport to Bratislava, approx. 45 km) will be provided.
No. of placements	1.

CURRICULAR PROFILE OF THE CANDIDATE

Academic title	Master.
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Required experience	Position at home university relevant to the placement offer (International Office, International Affairs, International Cooperation, Coordination of International Programs or Projects, Inter-institutional Agreements, etc.).
Required skills	<ul style="list-style-type: none">• Ability to share relevant expertise, create joint strategies and involve in a follow-up cooperation in further bilateral and multilateral cooperation prospects, following the mobility itself.• Personal input into the cooperation between the sending and receiving university will be a welcome asset.