

CGU Stella for Staff 2024
Professional Mobility Programme for Services Staff

PLACEMENT OFFER UDCO1

INFORMATION OF THE HOST UNIVERSITY

Name of institution	University of A Coruña.
Address	R/ da Maestranza, 9. 15001 - A Coruña (Spain).
Telephone	+34 881 01 3634.
Web	https://www.udc.es/en/ .
Short description	The University of A Coruña was founded in 1989. As a public service, the University of A Coruña is open to the society in general. The University of A Coruña is a modern, innovative and dynamic university. It actively encourages integral training and education through specific programmes covering the areas of culture, cooperation, equality, languages and technology. The University of A Coruña has campuses in A Coruña and in Ferrol, two beautiful coastal cities in the Northwestern Spain. Together, these two cities form Galicia's most dynamic cultural and economic area.

INFORMATION OF THE PLACEMENT OFFER

Department	International Relations Office.
Description of activities	UDC IRO offers an opportunity of networking, sharing knowledge and best practice in terms of mobility and internationalization. Visiting and hosting staff will share their practices giving short talks about their daily work at the International Office.
Working languages	English and Spanish.
Working place	International Relations Office - Casa do Lagar (Elviña) - 15071 A Coruña - Spain.
Mobility period	To be agreed with the candidate.
Length	7 working days.
Daily working hours	5 hours.
No. of placements	1.

CURRICULAR PROFILE OF THE CANDIDATE

Academic title	Diploma.
Required experience	<ul style="list-style-type: none"> • Knowledge of International Office common practice. • Professional experience in dealing with international exchange students. • Knowledge of relevant exchange programmes and international policies. • Knowledge in how to apply to international mobility calls.
Required skills	<ul style="list-style-type: none"> • English speaking.

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	<ul style="list-style-type: none">• Communication skills.• Computer skills.• Teamwork skills.
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