



STUDENT DETAILS

University department / faculty:	Faculty of Economics and Management
Field of study:	International Management
Home university:	Otto-von-Guericke-Universität Magdeburg
Nationality:	Pakistan
Duration of traineeship (<i>from ...to...</i>):	10.01.2022 - 10.07.2022

TRAINEESHIP INSTITUTION

Country:	Spain
Name of traineeship institution:	Property Advisor & Architecture Group
Web page:	https://propertyadvisor-group.com
Address:	Avenida Diagonal, 640, 6-A, 08017, Barcelona
Contact person:	Emelina Cortez
Telephone / E-Mail:	group.p.a.a.2021@gmail.com

EXPERIENCE REPORT (*approx. 3 pages + more photos if applicable*)

1) Traineeship institution

Please give a brief description of your host traineeship institution.

PA&A Group is a company dedicated to investment management that has consulting, interior design and architecture services to give greater value to European real estate. PA&A is an investment management hub for all matters relating to real estate. PA&A provide a multiplicity of options for the client, till the perfect fit is found.

2) Searching for a traineeship

How did you find your traineeship? Are there any recommendable links or other helpful tips you would like to share?

I found about the internship through LinkedIn. I highly suggest LinkedIn within Europe, increase the circle by adding as much as people possible and keep your profile update, in addition doing online certification and gain skill set that would add more to your profile.

3) Preparation

How did you prepare for your traineeship in terms of language, intercultural, professional and organisational aspects? Are there any recommendable links or other helpful tips you would like to share?

The first language of company i was working for is English, therefore it was super easy to communicate with people and across the teams, for better getting to know about the culture must go to nearby clubs and do so-cialize with local people it will help understand more and be accepted.

4) Accommodation

How did you find your accommodation? Are there any recommendable links or other helpful tips you would like to share?

I was lucky enough to find a place through my colleagues at company they really helped in searching for a place since i was new to the town and were really very helpful.

5) Traineeship

Please describe the tasks and / or the projects carried out during your traineeship. In which way were you mentored and integrated? How were the working conditions? Did you have especially positive or negative experiences?

I started from doing the daily administrative work like checking the email and responding to querier then later on after a month started to post job ads on LinkedIn assisting my team leader in organizing the interviews for human resource, later on i started doing interviews of new candidates after initial screening of their profile, helping Human resource manager with making job offers and preparing the contracts of new hiring candidates.

6) Acquired qualifications

Which qualifications and skills could you acquire or improve during your traineeship?

Doing the Screening of candidates resumes, using LinkedIn recruiter for recruiting new employees and posting job ads for company. In addition, got familiar with Applicant tracking system and Trello. Improved from CVS sourcing to actually becoming a interviewer

7) Country-specific features

Are there any specific traineeship regulations in the target country that affected you as an Erasmus trainee (e.g. France: housing allowance, convention de stage? If yes, which ones? Are there any recommendable links or other helpful tips you would like to share?

No

8) Visa, residence and work permit (only for international students)

Which prearrangements had to be made in terms of visa, residence and work permit? Are there any recommendable links or other helpful tips you would like to share?

No

9) Other

Is there anything else you want to let other students know?

I would like to recommend the prospective students that you must learn local language if you are going to country which has different official language than your country because it will actually help you enjoy your time, socialize.

10) Conclusion

What is the conclusion drawn after your traineeship experience abroad?

It was really a life changing experience i got to learn a lot about different cultures by working with diverse people, it helped my become more adoptive in term of cultures. This internship helped me improve me as professional because i learned a lot of new skills by working with international people and teams

Declaration of consent

I hereby agree to the publication of this report on the website of the Leonardo Office Saxony-Anhalt.

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Please send this report by email to angela.wittkamp@ovgu.de!
Acceptable file formats: [.doc], [.docx], [.rtf], [.odt].