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## TOURISMUS

Country	Type of study	Type of host organization	Job description	Technical skills	Language skills	Other skills	Accommodation	Duration	Application requirements
Austria	Tourism, Economics, Business Administration, (Online) Marketing	Tourism company	eCommerce: Projekte im Affiliate, Newsletter und Online Marketing; Einflüsse von Werbung in Social Media und Handling auf Buchungen; Google Analytics: Kundenbuchungen verfolgen, analysieren (Zusammenhänge zwischen Zielen und Produktauswahl); Teambesprechungen/Meetings. (ca. 600 Euro (brutto) / Monat).	MS-Office	German - C1 English - B2	Teamwork, sociableness, readiness of mind, language skills, being proactive.	We organize the accommodation (apartments with 2 bedrooms for 2 students)and pay the most. Students pay EUR 150,00 per month	Min. 4 months	Motivational letter, CV, certificates (school, university, employment, summer jobs etc.)
Austria	Tourism, Economics, Business Administration	Tourism company	Einkauf (Flugreisen, Kreuzfahrten): Prüfung von Angeboten, Erstellung von Statistiken; Programme: Bistro, hausinternes Reservierungssystem; Preisvergleiche mit aktuellen Mitbewerbern; Kontrolle von Ausschreibungen aller Vertriebsmärkte; Teambesprechungen/Meetings. (ca. 600 Euro (brutto) ( Monat).	MS-Office	German - C1 English - B2	Teamwork, sociableness, readiness of mind, language skills, being proactive.	We organize the accommodation (apartments with 2 bedrooms for 2 students)and pay the most. Students pay EUR 150,00 per month	Min. 4 months	Motivational letter, CV, certificates (school, university, employment, summer jobs etc.)
Austria	Tourism, Economics, Business Administration	Tourism company	OPS B2C: Bearbeitung des operativen Tagesgeschehens (Eigenanreisen, Fernreisen, Kreuzfahrten); direkter Kontakt zu Kunden & Partnern; E-Mail-Verkehr; Call Center; Kontrolle & Vorbereitung von Reiseunterlagen; Verarbeitung von Passkopien; Kundenfeedbacks & Fragebögen; Qualitätsmanagement; Teambesprechungen/ Meetings. (ca. 600 Euro (brutto) / Monat).	MS-Office	German - C1 English - B2	Teamwork, sociableness, readiness of mind, language skills, being proactive.	We organize the accommodation (apartments with 2 bedrooms for 2 students)and pay the most. Students pay EUR 150,00 per month	Min. 4 months	Motivational letter, CV, certificates (school, university, employment, summer jobs etc.)
Austria	Tourism, Economics, Administration	Tourism company	Vertrieb (Gruppenreisen): Erstellung von Angeboten und Vermittlung von Hotels bzw. touristischen Leistungen für internationale Reiseveranstalter; komplette Organisation von Reiseleistungen; Ansprechperson für unsere Kunden in allen operativen Belangen; Buchungserfassung im hauseigenen Reservierungssystem; Korrespondenz mit Leistungsträgern und Veranstaltern; Beschwerdemanagement; Abwicklung aller Reiseleistungen; Abrechnung (Kunden- sowie Lieferantenseite). (Vergütung: ca. 600 Euro (brutto) / Monat).	MS-Office	German - C1 English - B2	Teamwork, sociableness, readiness of mind, language skills, being proactive.	We organize the accommodation (apartments with 2 bedrooms for 2 students)and pay the most. Students pay EUR 150,00 per month	Min. 4 months	Motivational letter, CV, certificates (school, university, employment, summer jobs etc.)
Austria	Tourism, Economics, Business Administration	Tourism company	Vertrieb (B2C und B2B): Unterstützung der Abteilung bei der Auswahl der Produkte und deren Preiskalkulation; Erstellung von Statistiken; Unterstützung bei der Erstellung on Flyern und Katalogen; Teambesprechungen/Meetings. (ca. 600 Euro (brutto) / Monat).	MS-Office	German - C1 English - B2	Teamwork, sociableness, readiness of mind, language skills, being proactive.	We organize the accommodation (apartments with 2 bedrooms for 2 students)and pay the most. Students pay EUR 150,00 per month	Min. 4 months	Motivational letter, CV, certificates (school, university, employment, summer jobs etc.)
Austria	Tourism, Economics, Business Administration	Tourism company	Yield & Helpdesk Management: operatives Tagesgeschehen (Eigenanreisen, Fernanreisen); direkter Kontakt zu Kunden/Lieferanten/Partnern, E-Mail-Verkehr, Ansprechperson für unsere Hotelpartner/Lieferanten; Kontrolle von Kintigententwicklungen und Buchungsvolumen (lang-, mittel- und kurzfristig); interne Absprachen mit anderen Abteilungen; Teambesprechungen/Meetings. (ca. 600 Euro (brutto) / Monat).	MS-Office	German - C1 English - B2	Teamwork, sociableness, readiness of mind, language skills, being proactive.	We organize the accommodation (apartments with 2 bedrooms for 2 students)and pay the most. Students pay EUR 150,00 per month	Min. 4 months	Motivational letter, CV, certificates (school, university, employment, summer jobs etc.)
Austria	Marketing, Tourism	Organisation responsible for marketing and product development in the Upper Austrian Danube region	support in : project management marketing (print & online) public relations Website & digital projects	Microsoft Office - obligatory Knowledge in CMS programmes & Adobe Cloud - is a plus	german english			3 to 6 months	motivation letter CV certificates from other internships (if you have )

Belgium	Tourism, Hospitality	Hotel	Training in the following departments: Front Office, Human Resources, Revenue & Reservations, Accounting, Cost Control & Stores, Meeting & Events, Sales & Marketing, Housekeeping, Duty/Security, Food and Drinks.	Knowledge of MS Office	English is mandatory, French/Dutch are an advantage	**Yes I can" attitude		Min. 3 months for operational departments, min. 6 months for administrative departments	CV, Letter of motivation, European nationality, Being able to provide a learning agreement
Belgium	Culture, Media, Journalism, Communication, Tourism, Administration, Agriculture, Environment, Justice, Political Science, Research, Economy	Representation of Saxony-Anhalt to the EU Brussels	Assistance to colleagues, preparation and participation to conferences, seminars and workshops in the Representation and in the institutions of the EU, administration services, reporting, monitoring and coordination of meetings and conference	IT skills	English, French (and/or)		Accommodation for 55, 65 or 90 EUR per month	3-6 months	Letter of intent, CV; only compulsory internship
Cyprus	Travel, MICE, hospitality, and/or event management	Destination Management Company	Assist in the delivery of travel and event groups in the MICE sector; coordinate daily with hotels, airlines, transport providers, tour guides, event and activity venues, suppliers; maintain timelines and priorities set on every project; support team members to deliver projects.	MS Office	Good level of English, additional language will be a plus	Willingness to acquire basic knowledge of the destination (important sites, hotels, etc.) before arrival	Yes	6 months	Able to work in the EU
France	Tourism, communication, culture, French-German exchanges	French incoming agency	Planning possible tourist attractive travel routes in France and corresponding program offerings; online research, phone calls; price negotiations and arrangements with hotels and other service providers; client and customer contact; make adjustments if program changes are wished; administrative work; e-mail correspondence.	Basic EDV knowledge, Online research tools	Basic French language skills	Geographical knowledge of the country is an advantage but not necessary			CV, application letter, convention de stage
France	Tourism or Hotel	Hotel, Restaurant	Receptionist tasks: welcoming and informing French and foreign customers, use of hotel software, use of standard tel., treatment and records of bookings for individuals and groups, tourism information, interservice communication, billing.	Use of hotel software, use of word, excel and internet service	Good French and English	Adaptability, social skills, good presentation, self control, stress resistance, organised	Accommodation on the spot in rooms for staff	Min. 3 months	
France	Tourism, Cultural Studies	Tourist Office	All kinds of work in the tourist office, esp. promotion & information.	MS Office	Fluent French, English	Teamwork, being friendly			Letter and CV
Greece	Kommunikation, Tourismus, Marketing, Management oder ähnliches	Internationale musisch-kulturelle Begegnungsstätte, Anbieter von Kursen und Seminaren	Aufgaben im Bereich Kulturmanagement, Tourismus: Verwaltungsaufgaben, Übersetzungen; Internetseite aktualisieren; neue Kundenkreise erschließen; neue Infoblätter erstellen, Prospekte weiterentwickeln; Konzertplakate/programme/ einladungen entwerfen und verteilen; Vorbereitung von Konzertplatz und Bühne; Betreuung von Feriengästen und Konzertbesuchern; Orchester und Chöre bei auswärtigen Konzerten begleiten und betreuen; Wettbewerbe weiterbearbeiten; Kulturprojekte, internationale Diskussions- und Vortragsrunden mitkonzipieren; altgriechische Spezialitäten vorzubereiten lernen.	Office Programme, Textproduktion, Flyer/Plakate erstellen, Übersetzen	Kommunikations-sprache ist Deutsch, andere Sprachen sind wünschenswert		Die Unterkunft wird gestellt, für Essen und Sauberkeit muss selber gesorgt werden.	Min. 2 Monate, 1ster oder 15ster des Monats	Bitte sende deinen Lebenslauf ca. 3 Monate vor der Ankunft mit deinen Kenntnissen und der Zeitdauer, die du bleiben willst
Hungary	Business, Trade, Communication, Eventmanagement, Tourism	Chamber of Industry and Commerce	Intermediation in finding new business partners, consulting (on investments, sales & marketing, taxes, law), VAT refund, organization of continuing education events.	EDV	German, English, Hungarian (bonus)			3-6 months	
Iceland	Tourism or marketing	Tour Operator	Translate company webpages from English to the intern's native language; verify and update company webpages in the intern's native language; assist on Social Media pages (Twitter, Pinterest, Instagram...); assist on tours, organizational and practical tasks, and in the Sales and Marketing Departments.	Good computer skills	Good English skills, German or French		We provide accommodation.	Preferably minimum of 3 months	

Ireland	Tourism, (International) Business, Languages applied to Tourism	Incoming Tour Operator	Internships available throughout the year in our FIT, Groups, Accounts, HR, Incentive & Leisure and Conference departments. Tasks include but are not limited to: Full administrative service such as making bookings, confirmations, preparing vouchers, quotation, communication with overseas clients and/or Irish suppliers, work on inhouse computer system (Tourplan).	Good basic keyboard skills and proficiency in Microsoft Office, good communication and organizational skills	Excellent written and spoken English; second European language a plus			5-6 months	Cover letter and CV
Ireland	Hotel, Tourism	Guesthouse	Service (kitchen help, food preparation, housekeeping, laundry), reception.		English	Good interpersonal skills, willingness to learn	Provided on site free of charge	4 months	CV plus letter & reference
Ireland	Business Studies/ Management, Marketing/ Digital Marketing, Communications/ PR, Travel & Tourism	Organisation designed to increase the footfall to Dún Laoghaire, attract more businesses, secure a long term sustainable model for the management of the town, benefit all the business people in Dún Laoghaire, drive economic growth.	Website Updates, Newsletter, Event Management, Networking with local Businesses, Social Media Management, Database Management.	IT Skills: Microsoft Packages, Social Media Skills, Graphic Design & Photography a plus	High level of English as lots of interaction with local businesses	Good communication and interpersonal skills, customer service skills, phone skills	Support at finding accommodation	e.g. min. 6 months	Submission of CV and interview
Ireland	Tourism Industry	Inbound Tour Operator	Internship in the - Product Bookings Department - Group/Operations Department - Incentive and Conference Department - Accounts Department - Sales Department	Computer literate	English, written and spoken	Studying Tourism		3-6 months	CV and cover letter in English by email
Ireland	Tourism, Business Administration, Economics	Destination Management Company	Programme costings and management of budgets; liaison with suppliers and clients alike; research and create proposals on power point; update data base; assist project managers with Operations of files. We also offer opportunities to work on site during programmes to see how events work.	Good computer skills with Power Point & Excel	Good level of English (good understanding and written)	Needs to be curious and enthusiastic.		Min. 6 months	
Italy	Tourism, Business, Economics, Foreign Languages	Tour operator (luxury tours to Europe, clients are mainly American)	Working as part of operation teams.	MS Office, Internet research	Excellent English + one other European language	Good academic achievements and references		Approx. 6 months	The company offers positions in Italy and UK.
Italy	Tourism, Language Studies	Hotel	Reception/front desk or other tasks if requested.		Italian and English	Spirit of accommodation with other people	Accommodation and food	May to September	
Malta	Tourism	Institute for Hospitality Assurance Certification	Contact with hotels, tour operators & partners and organisation of visas & flights, inspection of hotels, processing of information collected, general office duties.	Computer literate	Fluency in English	Well organised and meticulous, willing to travel		4-6 months	Preferably previous experience in hotels
Netherlands	Tourismus, (online) Marketing, Kommunikation	Reiseunternehmen	Unterstützung anfallender Marketingaufgaben, Kommunikation zu Partnern, Pflege der Website, Betreuung der Social Media Accounts	MS-Office	Deutsch, Englisch	Selbstständigkeit, Verantwortungsbewusstsein	Wir stellen die Zugangsdaten für eine Website zur Wohnungssuche zur Verfügung	Minimum 4-5 Monate	Anschreiben, Lebenslauf, Zeugnisse
Netherlands	Verkauf, Kommunikation, Kundenberatung	Reiseunternehmen	Kundenberatung am Telefon und per Mail, Rundschreiben, Datenpflege, Produktentwicklung	MS-Office	Deutsch, Englisch	Kommunikativ, Selbstständig	Wir stellen die Zugangsdaten für eine Website zur Wohnungssuche zur Verfügung	Minimum 4-5 Monate	Anschreiben, Lebenslauf, Zeugnisse
Netherlands	Tourism, Event Management, Business Management	International NGO	Advance tourism sustainability: • assessment • solutions Identify and promote green travel offer • responsible businesses, services, activities • Green Travel Guide Event organisation • Awards event at ITB Berlin • GD conference Support social media and wordpress work	MS Office	English C1	Good communicator, both orally and in writing (especially in English)	Yes	3 months	Use application form on greendestinations.org.

Netherlands	Tourism, Hotel management, etc.	Hotel	Working along, for 5 days (38 hours) a week within the department you are interning for.	Basic computer knowledge	Fluent in English (oral and written)		Team Member House with 6 rooms. If available, the student can make use of this. If the house is not available, we cannot assist with finding accommodation.	Min. 5 months	Hospitable and representative
Netherlands	Tourism	Nonprofit Trade Organization	Handle registrations Provide general support for logistics and planning for events Support small marketing projects	Have ICT skills and is open to learning to work with new systems  Proficiency with Adobe Creative Suite (particularly Photoshop and InDesign) is desirable	the company language is English, any other language is a bonus	- Flexible Behavior - Discipline - Cooperative - Attention to Detail - Planning and Organizing		Minimum stay 3 to 6 months	C.V. and motivation letter
Netherlands	Online and Offline Marketing, Sales, Journalism, Media and Communications	Tourism business (organisation of sailing trips)	Internship in Online-Marketing: marketing research, online & offline marketing, editing the website (content & design), SEO and SEA, product development etc. The intern will be responsible for the German market.	MS Office	German, English	no Dutch required		Min. 20 weeks, up to 6 months	CV, application letter
Norway	Tourism related	Online tour operator, creating and selling independent package tours and escorted coach tours throughout Scandinavia	Be an active member of the team with own responsibilities; main task: make reservations (and cancellations) with our suppliers; have client contact by mail and possibly phone; help with updating the website, creating new excursions, registering payments and any other daily tasks.	Microsoft Office knowledge	English: Advanced, German: Advanced			Preferably six months	Prior or ongoing studies or experience in the field of tourism
Norway	Tourism related	Incoming Tour Operator to the Nordic Countries	Supporting the FIT department in planning, organizing and operating FIT tours to Scandinavia, Iceland and the Baltics; communication with suppliers and clients, by e-mail and phone; assisting in operations of the FIT tours by using the companies computer system (preparing travel documents, creating offers and new products, answering the phone, sending inquiries to suppliers and follow up); attending meetings and site inspections.	Microsoft Office	English: Advanced, German: Advanced			Preferably six months	Prior or ongoing studies or experience in the field of tourism
Norway	Any fields within the Travel Industry	Destination Management Company	Account Manager - Will be working in production, get certain clients to work with. Create offers, talk with suppliers, find new suppliers. Product Development - Will work directly with creating new products and make existing products better.	Good knowledge of Microsoft Office, everything else the student will learn.	English, any other languages are a plus		The host organisation can assist the student in finding accommodation, but will not pay for accommodations.	Min. 3 months	We require a Skype meeting with applicants we find interesting.
Portugal	Tourism	Incoming Tour Operator	Webmarketing & Sales (Website: Content + PT + MD, Google Analytics, Google Adwords, BLOG + Web 2.0 + Directories, DB: Travel Agencies + Tour Operators, Customers Assistance), Newsletters.						
Romania	Tourism, but other fields are accepted (Geography, Foreign Languages, History, Business Administration, etc.)	Hotel	Front-desk duties of small boutique hotel; check ins; check outs; invoices; help guests with their requests.	PC, E-Mail	English	Good communication skills		3 months	CV
Slovenia	Marketing, languages, social studies, tourism	Tourist Board	Organising presentations, assisting with promotional activities, compiling and distributing financial and statistical information such as budget spreadsheets.	Numerical skills, IT skills	German and English skills	Organisational skills, adaptivity, creativity		Min. 3 months	CV
Spain	Tourism	Club hotel	Development of solutions forwarding complaints to the appropriate departments, application of the reservation programme oracle hospitality suite8, preparations of travel documents, check-in/Check-out, general guest care	MS Office	German is necessary and spanish is nice to have	Being sociable, helpful, open minded with a positive outlook on life	Free accommodation in a single room with shared bathroom	Minimum stay 3 months	

Spain	Tourism, Sports, Management	Rental of Bikes and Bike Tours provider	The daily tasks: giving tours, office work (responding to emails/customer contact/ managing the agenda), renting out bikes, maintaining the shop etc. Intern can take part or leadership role in Social Media, company marketing or other related tasks. We are always open to agree with intern on customized agenda - tailor made for her/him	Ability to work with email, internet, word, excel.	English and German	Social and Openminded Teamplayer Innovative Independent Leadership skills	We can recommend websites where student can look for accommodation and help with language barriers	4 months	CV and motivation letter
Spain	Tourism, Business Studies, Languages	Language school	General administration, organization of intercultural exchange with international students, collaboration with the library.	Knowledgeable in MS Office and HTML	Good level of Spanish & English			Min. 8 weeks	
Spain	Tourism, Languages, Hotel management, International Business etc.	Hotel chain consisting of 4 hotels and the headquarters office located in the south of Gran Canaria, Canary Islands.	Reception: check-in and out, customer care, data care, invoicing, promotion of our loyalty card; Management-Customer Care-F&B: answering the guests' comments on the internet, quality controls, grievance management, evaluation of satisfaction questionnaires etc.; Ecommerce-Booking: managing bookings for all our hotels, customer care by phone or email, analysis of the market situation in comparison with our competitors, support in managing the content of our website etc.; Managing our loyalty club members, crediting points, managing awards and partners, monthly graphics and statistics, creating a newsletter per quartal, personalized offers to our members etc.	Microsoft Office (Word, Excell, PowerPoint)	Spanish, English, German. (Any other language is welcome)	Friendliness, accuracy, initiative, organization	We offer accommodation (to share), meals and the transportation service from the GC airport to the hotel of accommodation and back on arrival and departure day upon completion of the internship	3 months	CV with photo, phone number and letter of motivation. Every applicant is interviewed by phone.
Spain	Real Estate, Sales, Tourism	Real Estate Agency	Administrative work, sales, marketing, exposés, editorial work, receiving phone calls, assisting sales agents and team.	MS Office, photoshop, web applications	English, German; Spanish if possible	Open minded, proactive, responsible, good social skills	Support in finding accommodation		Written application, CV in German and English
Spain	Tourism Management	Hotel	Working in several departments of the hotel, like PR, Reception, Marketing, Animation etc.		(Basic) knowledge of Spanish		Accommodation	3 months	
Spain	BWL, Tourismus	Language School	Administration (incl. client contact by phone, email and directly, day-to-day planning), Marketing, Student support (day-to-day support). Improve: language skills, understanding of historical and cultural background of the host country, administration/sales/communication skills.	Microsoft Office	English fluent, Spanish fluent or advanced	Communication skills; ability to work in a team and under pressure		12-20 weeks	
Spain	Tourism, Business, Administration, Internet Marketing	Spanish Language School	Daily work in a Language School: Administration, reception, customer service; tour guide, organisation of excursions and extracurricular activities; booking of accommodations, car rental; establish relations to schools, universities, organisations, companies; updating informative material (in English, German and Spanish); cataloguing activities; small tasks in the financial domain; translation; market analysis.	MS Office, Photoshop, Internet research	German, English, Spanish	Good social skills	Accommodation expenses and 2 lessons Spanish daily from Monday to Friday	4 months	CV with picture in German or Spanish
Spain	Tourism	Travel Web Portal	Redacting of offers Sales Customer attention SEO Contact to our cooperation partners Building up new business relationships Online Marketing Website maintenance Assistance in the development of new projects	Basic Computer Skills	DE, EN, ES (not mandatory)		We can give tips	Min 3 month	CV & CL
Spain	Tourism, Business Management	Hotels Consultory	Hotel competition market studio; yield management and revenue management; obtaining data from new potential clients; proposal of experiences to be carried out in destination; translations in German for commercial support.	MS Office and Google Drive	Spanish and English	Positive attitude			

Spain	Tourism or marketing/media/ graphic design	Tourist business (organisation of guided city bike tours in the City of Malaga)	Tourism students: learn the content of the tour and lead tours in English and in German, help market the business locally by handing out flyers at hotels, tourist offices, etc., help in the office to rent out bikes. Marketing & Media students: help to improve our online visibility and image.	Word, Excel, social media, design programs (for non-tourism students)	English, German, some knowledge of Spanish would be great but not necessary	Good communication skills, people person, initiative, reliable, responsible	We can help find accommodation but no financial support is available.	3 months	Send up to date CV and motivation letter; telephone or Skype interview
Spain	Eventmanagement, Tourism, Hospitality	Event Agency	Assistance at events; Guest relation at events; Social media management; Customer service; Sales Management; Planning (Wedding Planning Sheets, Time Tables, Create concepts of the Event etc.); Contact with Suppliers and coordinate clients wishes.	MS Office, Hotmail, Power Point, Social Media	Advanced Knowledge of English	Well-organized, motivated, good communication skills	Yes, we offer our interns a nice accommodation to share with other interns, with all facilities needed for a very reasonable price (we support a part)	3-6 or 8 months	Written application, CV in German and English (if intern is German) and just in English (if intern is not German)
Spain	BWL (Economics), Tourism, Marketing	Bus company, Incoming (group travel), MICE	Small own tasks and responsibilities; insight in as many areas of the company as possible; we will also send you to at least one excursion; possible tasks are: Online Research, Social Media Marketing, Mailings, Preparing Marketing Material, Correspondance with Partners, Planning of Groups on the Canary Islands, Preparation of Program Offering, Price Negotiations and Arrangements with Hotels and Service Providers, Customer Contact, Using Inhouse Reservation System, Working Directly with Clients in Sales Office and at the Airport.	MS Office	Fluent in at least 1 of the following languages: English, Spanish, German	Adaptability, social skills, good presentation, organised, willing to learn	We cannot provide any accommodation for the student but will send them helpful tips and contact information of shared flats and hostels used by previous students.	Min. 3 months, 5-6 months preferred	CV, Application letter, preferably being able to provide a learning agreement (e.g. from University)
Spain	Business, Tourism and Event Management, International Management	Trade company (fruits and vegetables)	Strategic Projects: support the introduction of new products, market and competitive analyses, data query, prepare presentations, realization of surveys with our customers in Germany regarding new products.	Microsoft Office	Good knowledge of German, English, Spanish			5-6 months	Spanish CV and letter of motivation
Spain	Tourism, Hospitality, Economics	Private hotel chain	Manual input of reservations, correspondence by e-mail & follow-up, working out and response to special guest requests, rate loading and profile-administration of internal and external booking platforms, development of weekly occupancy/productivity statistics and monthly revenue analytics/productivity statistics, competitor analysis.	Knowledge of Microsoft Office, especially Excel			Board and lodging (shared flat)	Min. 5 months	
Spain	Hospitality, Management, Sales, Marketing	Hotel	Several traineeships in different areas: Front Office (Reception), Kitchen, Food & Beverage Department, Human Resources, Finance, Sales & Marketing.	Computer skills	Spanish & English (medium level)	Flexibility and ability to adapt to different environments		Min. 3 months/ preferable 6 months	Student or young graduate at a recognized hotel school
Spain	Advertising, Business, Tourism	International Skate Academy (sport facility)	Stay-in camps organization and international sales/marketing plan.		Fluent English (Spanish optional)	International markets analysis / Marketing knowledge	Yes	3 months	CV / LinkedIn
Spain	Hotel/Tourism Management	Hotel	Reception: Check-in; check-out; correspondence and communication with international guests, complaint management; control of daily money transactions. Concierge: Reservations upon clients' requests; controlling of providers' bills; update of price lists; recommendations. Reservation Department: Provide guest information as to availability and rates by phone and eMail; effect reservation via OPERA hotel booking system; support of yield management. Sales & Marketing Department: Translation (German into English or Spanish and reverse); feedback to Tripadvisor comments.	Microsoft Office Programs (Word, Excel, Outlook), OPERA Booking System or similar (would be of advantage)	German (native/ fluent spoken and written), English (fluent spoken and written), Spanish (basic spoken)	Minimum age: 20, friendly, natural personality, smart outward appearance, open-minded, very good manners, able to work under pressure and within a team, service orientated	Accommodation included	Min. 16 weeks	CV with photo

Spain	Tourism, online PR and social media	Online portal with private holiday homes in Tenerife, Gran Canaria and Mallorca	Contact with customers and owners by e-mail and telephone (German, English, Spanish); general office organization; writing descriptions of our holiday apartments; maintenance of booking plans and database (no previous knowledge required); care of the guests at our own finca.	Knowledge of office (word, excel, outlook)	German, English and basic knowledge in Spanish	Sociable	There is a free room for trainees with a small kitchen.	Min. 4 months	Pupil or student in the field of tourism
Spain	Tourism, Marketing, Communication Studies	Online portal that mediates holiday properties in the Canary Islands	Producing content for our online magazine: writing articles, content for social media tools, descriptions for the holiday properties; translation of descriptions or content for the English webpage; other tasks related to public relation and search engine optimisation for the webpage.	Computer skills	German and English	Good writing skills, language skills, sociable, adaptable, ability to work in a team, open-minded, interested in learning.	We give support in finding an accommodation		Motivation Letter, CV, minimum stay of 3 months
Spain	Journalism, communication management, tourism management etc.	Holiday apartment rental	Writing blog articles, social media marketing, translations, writing descriptions for the holiday apartments	Microsoft office skills	German, English		The company supports the intern regarding the serach of an accomodation	Minimum stay: 90 days	
Sweden	Tourism related	Wholesale tour operator with a special focus on packaging and selling B2B group tours to Nordic tour operators (packaged tours to the major European destinations and beyond, but also to Scandinavia including Iceland are offered)	Bookings: Book, cancel and edit bookings; help solving problems; enter, edit and send namelists to suppliers; help prepare travel documents/ vouchers. Offers: Help create offers (PCM); make preliminary bookings and follow up. Database Maintenance: Register suppliers and customers in the company's database Tourplan; create descriptions and update prices/ conditions of suppliers. Product Development: Work on new destinations for the department; join site inspections on request. Documentation: Create or edit manuals for future trainees, vouchers, flyers and invitations.	Microsoft Office	Swedish: Advanced, English: Advanced, German: of advantage			Preferably six months	Prior or ongoing studies or experience in the field of tourism or event management
Sweden	Tourism or event management related	Scandinavian DMC tailor-making meetings and incentives in Scandinavia.	Taking an active role in the work-life of a local DMC in an international market; client and supplier contact (such as availability requests in hotels and restaurants), research and production of offers, supplier descriptions, administrative tasks (e.g. translations, update of name lists, answering the phone and producing marketing material), attending meetings and site inspections.	Microsoft Office	English: Advanced, German: An advantage (many clients are German speaking), Swedish: Some knowledge important			Preferably six months	Prior or ongoing studies or experience in the field of tourism or event management
Sweden	Tourism, Hotel, Eventmanagement, Marketing etc.	Hotel complex totally made from snow and ice each winter.	Support in building IGLOOTEL; preparation, performance and follow-up of events; tour-guiding through IGLOOTEL (German and English language); daily business in hotel & event management (service, housekeeping, front desk, back office, etc.); guest handling and guest transfer by car; service behind the bar.	No must-have, Microsoft Office appreciated	Fluent in German and English, other languages appreciated	Drivers license valid for Europe	Board and lodge will be provided as well as return flights from Germany (Stuttgart, Frankfurt-Hahn, Munich, Hannover) to Arvidsjaur (final destination) in Swedish Lapland.	Max. 5 months - please contact us for individual agreements!	Cover letter which explains your motivation in an internship at IGLOOTEL Lapland, as well as a CV and (if existing) school certificates etc.
Sweden	Tourism related	Incoming Tour Operator to the Nordic Countries	Supporting the group department in planning, organizing and operating group tours to Scandinavia and Iceland; communication with suppliers and clients, via e-mail and phone; assisting in operations of the group tours by using the companies computer system (preparing travel documents, creating offers, answering the phone, sending inquiries to suppliers and follow up); attending meetings and site inspections.	Microsoft Office knowledge	English: Advanced, German: Advanced			Preferably 6 months	Prior or ongoing studies or experience in the field of tourism
Sweden	Incoming tourism, tourism marketing	Destination Management Company	Handle projects from start to end, operational work, make and send offers, plan for future high seasons.	Computer skills, outlook and office	English	Patient, logical, flexible	Can help to find shared stay with a family	12 weeks	