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## WIRTSCHAFTSWISSENSCHAFTEN

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 Reiseleitungen; 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 Kintigentwicklungen 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 Sport Science (sports equipment technology), Sporttechnik	Wintersportartikelhersteller	Diverse Aufgaben (je nach Einsatzgebiet), darunter z.B. Mitarbeit in anstehenden Projekten, Skientwicklung und -produktion, Materialkunde, Datenanalyse.	-	DE	-		4-6 months	-

Belgium	Economics, Law, European Studies	Chamber of Commerce and Industry	Monitoring and follow-up European Policies, participation in different events and Committees of the European Parliament and other Institutional Bodies, including reporting and writing summaries, preparation of Power Point Presentations.	MS Office Package, PC literacy	German, English, French is an asset	Accuracy, good communication skills	Help in finding accommodation	3-6 months	Application in German language
Belgium	International Management, Wirtschaftsingenieurwesen, Maschinenbau, IT	Automobilhersteller	Praktika u. a. in den Abteilungen: Logistik, Controlling, IT, Produktion, Vorseriencenter, Rechtswesen. Nähere Informationen auf unserer Homepage.						Aktuelle Angebote und Informationen zum Bewerbungsverfahren direkt über die Homepage.
Belgium	VWL, BWL, Politik, European Studies, Volkswirtschaftliche Politikanalyse u. ä.	Wirtschaftsverband	Unterstützung des Referatsleiters Europapolitik, Organisation einer Roadshow zum Image der EU bei der deutschen Wirtschaft.	Microsoft Office, Internetrecherche	Deutsch auf muttersprachlichem Niveau, Englisch C1 oder besser		Adressen für Zimmer sind vorhanden	3 Monate	Pflichtpraktikum! Motivationsschreiben, CV, Zeugnisse
Belgium	VWL, BWL, Politics, European Studies, Finance Studies etc.	Trade Union	Support of the scientific team of the office, policy advice, lobbying to the EU.	Microsoft Office package, internet research, PC literacy	German native speaker, English C1 or better	Accuracy, good communication skills	Yes	3 months	Application in German language, mandatory internship required
Belgium	(EU) Politics, Administration, Political Economy, International relations	Representation of the German towns and municipalities to the EU Institutions in Brussels	Research, compose reports, essays and speeches on local-relevant topics; planning and organisation of meetings of the Office; visiting and reporting on meetings of the other institutions and special interest groups.	MS Office and usual office equipment	English (and French)		We provide a list.	Max. 6 months	Resume
Belgium	Economics, Law, Administration (our fields of activity are Education, Migration and Employment), European Studies, Politics	Public authority	Follow up of the current European news, participation in different events and committees of the European Parliament, including reporting, writing summaries, etc.	Activity & implementation competences, social & communication competences	English obligatory		We send the interns in advance a list with known accommodations in Brussels.	Max 3 months	Application: min. 6 months in advance with a motivation letter, resume and prove of language skills
Belgium	Politics, Law, European Studies, Economics	Foundation supporting political education	Internships available in the 4 following programmes: European Policy Programme, Climate and Energy Programme, Global Dialogue Programme, EU Liaison/Visitor Programme and Communication. Tasks: assist in the preparation and implementation of events, research, general office and administrative tasks.	Knowledge of Windows Microsoft Office	Very good knowledge of English and ideally a further European language	Student of at least two years at an accredited European University (German Grundstudium or equivalent); committed, politically interested, creative, open, flexible		Min. 3 months	Internship as a compulsory part of studies; application via mail with a letter of motivation and CV in English
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
Belgium	Wirtschaft	Producer of wiper blades and arms	Assistance with different kinds of operations of the Purchasing Project Management.	MS Office applications	English, French, German	SAP-skills, communication skills		6 months	Intermediate diploma
Belgium	Digital Communication, Digital Marketing, Economics, Media (Management)	Digital Marketing and Communications	Digital Communication: - Digital event activation - Social media management via communication dashboards - Project planning and coordination - Online research (Digital Marketing Mapping) - Preparing presentations	Strong interest in digital communication. Experience is desirable.	English (C1)	Enthusiastic, organized, proactive, hard-working	Limited	Min. 3 months, preferably 6 months.	Cover Letter CV English C1

<b>Belgium</b>	Creative Design, Graphic Design	Digital Marketing and Communications	Creative Design: - Assistance in design and development of layouts for marketing materials - Working with internal departments - Bring effective visual ideas from concept to completion - Assistance in the planning and production of videos	Preferably proficiency in design software such as Adobe Illustrator, Photoshop, Corel Draw, etc., including basic video editing skills.	English (C1)	Enthusiastic, organized, proactive, hard-working	Limited	Min. 3 months, preferably 6 months.	Cover Letter CV English C1
<b>Bosnia and Herzegovina*</b>	Marketing, PR, Communication	NGO / German Development Agency	Preparation of presentations, overview of results and activities, reports; Support in organization of events.		English/German, (Bosnian, Serbian, Croatian ) will be of advantage	Bachelor of related fields (PR, Marketing)			CV, letter of motivation
<b>Bosnia and Herzegovina*</b>	Economics, Business Administration, International Relations (with focus on trade)	NGO / German Development Agency	Support the management of the whole project as well as of sub-projects: monitoring and evaluation, knowledge management, preparation and implementation of the project appraisal mission, preparation of project documents in line with GIZ's management model CapacityWORKS, communication and PR (support in preparing fact sheets and promotional material), depending on the technical specialization/know-how of the trainee, s/he can get involved in project activities of selected sub-projects.		English and German, Bosnian/Croatian/Serbian an asset	Good understanding of economics and one of the following topics: trade or competitiveness; intercultural skills; team spirit; communication skills; self-motivation and pro-active engagement in the team; good organizational skills; openness to learn and adapt to new environments; previous experience in project management / development cooperation would be an asset.	Accommodation has to be sought by the applicant but the colleagues might assist.	Min. 6 months	CV, letter of motivation
<b>Bosnia and Herzegovina*</b>	Economics, Business Administration (Business with SME / Business with Private Individuals / Credit Risk area)	Private Credit Bank	Work on some project in field of SME or Private individuals.		English	Interested in relevant fields, proactive, team oriented			CV, letter of motivation
<b>Cyprus</b>	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
<b>Denmark</b>	Marketing, Business	Online Marketing Agency	Content-writing, blogging, linkbuilding projects, online PR, implementing online marketing strategies, SEO, basic html, analysis of consumer behaviour etc.	Not a requirement, but nice to have: experience with SEO or online marketing, design skills, basic html	Fluent written/oral English, French, Swedish, Finnish, or Norwegian	Writing skills, flair for marketing, tech-savvy, creative		4 months	CV + application letter + answers to the questions listed in the ad
<b>Denmark</b>	Marketing, Law, Economy, dependent on department the student is working for	Chamber of Industry and Commerce	Market analysis, business partner search and recruiting, tasks dependent on department.	Dependent on the department the student is working for	German, in most departments Danish as well				CV, letter of motivation
<b>Denmark</b>	Marketing, Communication, Media and Event	Advertising agency	Tasks matching your skill level, others challenging you to develop new skills, including: project management, creating presentations, client/competitor research and analysis, ad hoc assignments. Experience how a fulltime project manager works at an advertising agency, by participating in client meetings, briefing of the creative team, creative meetings/ brainstorming, budget planning, strategic planning.	Office package and Adobe	English				

<b>Estonia</b>	Economics, Business Law	Chamber of Industry and Commerce	Market research, PR, HR, customer service.	Basic computer skills	German, English	Good communication	We provide a list of available accommodation.	4-6 months	Would greatly appreciate if the application (with CV and short motivational letter) was sent approximately 6 months in advance if the spot is not available immediately.
<b>France</b>	Business Administration, Management, Human Resources	Recruiting and head hunting agency (French/German)	Translations, database applications, website maintenance, general office work in a French-German environment (contact with clients, develop new brochure etc.).	MS Office, Database application, Internet	German (mother tongue), French and English	Good will		6 months (always from March or September)	Cover letter and CV
<b>France</b>	Business Administration, marketing	(Online) Clothing Store	Customer's relationship management (advices, loyalty, Q&A) After sale service management (returns, exchanges) Litigations management Incoming calls management Being the link between the customer and the logistic service	Ability to express well both orally and in writing	Good level in French and German (writing and spoken)	Autonomous, rigorous, source of proposal		6 months	Min Bachelor Degree
<b>Greece</b>	Journalism, Marketing, Public Relations	German weekly newspaper	Journalism, Marketing, Sales, Distribution. Writing articles, shooting photos, conducting interviews focused on Greek politics, culture (news about Greece in German language).	Microsoft Office	German, English, Greek (bonus)			3-6 months	
<b>Greece</b>	Business and/or Management, Languages, Social Sciences	University	Manage the data of bilateral agreements, contact details, requirements, number of exchange students, etc. Find and organize additional information on the courses offered by our partner universities. Work closely with the Erasmus+ coordinator and staff from the International Relations department in order to help and encourage both incoming and outgoing students. Help in proposal writing about Erasmus+ projects.	Has good IT skills, data and file management, spreadsheet management, databases, large volume of email management.	Has a good command of English language (at least C1 of English)	Good communication skills. Feels comfortable with working in an international environment. Has completed at least 3 years of higher education.	Yes, at students residence	Min. 3 months, 6 preferred, up to 12 months.	Hold at least BS degree or be very close to finish BS studies.
<b>Hungary</b>	Environmental Studies (air quality, transport, environmental economics), Communication (media work, etc.)	National environmental NGO	Research work; Preparing reports; Contributing to applications for grants; If possible, participation in communication activities.	Microsoft Office Proficiency	English necessary. Hungarian, German, Russian – advantage, but not necessary.		Maybe	Min. 2 months	CV, motivation letter
<b>Hungary</b>	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	
<b>Iceland</b>	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	
<b>Ireland</b>	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	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	Marketing, journalism, communications, web writing, copywriting or a relevant field	Award winning multilingual communication firm dedicated to translation, localization and customer support and community management services	Customer Support Agents: Process questions and problems from German/French users; get familiarized with the games so you can advise users; get creative in finding solutions to technical problems and bugs; encourage user loyalty by providing outstanding service; contribute to studio-wide community strategies; work both independently and cooperatively within an international team.	Good knowledge of MS Office; basic knowledge of social media from the user or professional point of view	German or French native, very good English skills (both written and oral)	Excellent organizational and interpersonal skills; passion for and knowledge of games; keen to work in an international environment		6 months	Resume and CV in English
Ireland	Tourism, Business Administration, Economics	Destination Management Company	Programme costings and management of budgets; liaise 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	Law, Political Science, History, Sociology, Anthropology, Economy, Philosophy	Private Non-Profit Research Center	Research in the field of minority protection, pluriethnic society, diversity governance, autonomy. Organisation of conferences, training units, hosting of delegations. Book reviews and editing of books. Presentation of own research.		Our working languages are English, German and Italian (2 of them should be covered, minimum passive knowledge).		Yes	minimum 2 weeks	Criteria of the program
Italy	Economics, International Management and others	Language school	Marketing assistance, cooperation management, general affairs, cost calculation and market research, social media marketing, team work.	MS Office, Internet	German, good English, Italian (bonus)	Good social skills, open minded			Application in German or English
Kosovo*	Computer Science, Business Informatics (Wirtschaftsinformatik), Information Security, Economics (BWL, VWL), Marketing, Media Informatics, New Media, Social Media, Project Management	IT / Engineering Company	Software development, project management trainee, customer services, marketing, sales management, etc.	For Software Engineering: solid programming skills (any language), solid knowledge of algorithms and data structures, nice to have: design patterns, scrum, UI/UX, SOA or micro services.	Any from German, English, Albanian, Croatian	For Business Informatics: process knowledge.  For Economics/ Marketing/ Sales: general economics and market knowledge.  For New Media / Social Media: social platforms economics, any graphics and multimedia tools, content creation.			CV, letter of motivation
Kosovo*	Education, IT, Business Administration, Marketing, Communication	University	Trainees will be divided in groups to work in specific projects related to quality improvement, organizational structure, curriculum development processes, and communication strategies, etc.		English	Computer skills, communication, ability to work in group.	Student Centre in Pristina – doms ( <a href="http://qs.rks-gov.net/">http://qs.rks-gov.net/</a> )	3 months	CV, letter of motivation and Transcript of Records

<b>Kosovo*</b>	Economics: Category management, IT (Cloud computing, Big Data management), Logistic Center	Supermarket Chain	Creating a successful network of trusted suppliers, creating frameworks for multiple applications, applying data to large scale distribution.		English, German, Croatian	High knowledge, innovative, able to find solutions in new situations	To be defined	Max. 3 months	CV, letter of motivation  Note: Trainees must mention on the subject that they're applying for internship.
<b>Latvia</b>	Economics, Business Law	Chamber of Industry and Commerce	Market research, PR, HR, customer service.	Basic computer skills	German, English	Good communication	We provide a list of available accommodation.	4-6 months	Would greatly appreciate if the application (with CV and short motivational letter) was sent approximately 6 months in advance if the spot is not available immediately.
<b>Lithuania</b>	Economics, Business Law	Chamber of Industry and Commerce	Market research, PR, HR, customer service.	Basic computer skills	German, English	Good communication	We provide a list of available accommodation.	4-6 months	Would greatly appreciate if the application (with CV and short motivational letter) was sent approximately 6 months in advance if the spot is not available immediately.
<b>Netherlands</b>	Marketing, Business Administration	Only community platform for parents, babysitters and childminders organized as a start-up with flat hierarchy.	Email marketing (outreach to potential partners); influencer marketing (outreach & managing collaborations); SEO; social media marketing; customer service; content creation; translation of content; platform administration.	Social media experience and knowledge; some experience with Google Ads, Analytics, Facebook Ads, etc. is a plus.	Perfectly speaking the language of your marketing region (first language level).	Interest in digital marketing, hands on & proactive attitude, team player with good communication skills, enthusiasm! Experience with childcare is a plus.		Min. 6 months Max. negotiable	- Student or recent graduate - Available at least five days per week (40 hours) - Must live in Rotterdam or relocate to Rotterdam
<b>Netherlands</b>	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
<b>Netherlands</b>	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
<b>Netherlands</b>	Business administration, European studies, communication, marketing	Chamber of commerce	Praktikum Redaktion und Öffentlichkeitsarbeit.	MS Office	Very good skills in both German and Dutch.		We provide a roomlist.	5-6 months	CV and motivation letter
<b>Netherlands</b>	Business administration, European studies, communication, marketing	Chamber of commerce	Praktikum Mitglieder- und Eventmarketing.	MS Office	Very good skills in both German and Dutch		We provide a roomlist.	5-6 months	CV and motivation letter

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	sales/marketing/e-commerce	Research and development Lab for industrial knitwear (fashion, technical textile and sustainable projects)	Help us reach out to our international customers and enlarge our professional network via smart strategies, instagram and fairs		our main company language is English, all other languages are a plus	friendly outgoing teamplayer, good energy, open mind, sense of humour	just friendly advise	minimum 3 months, we prefer 6 months so you become really an appreciate team member	pls send a CV
Netherlands	Marketing, business administration, business engineering	Manufacturer of analysing equipment	Marketing/Sales: Online and social media marketing, expansion and maintenance of distributor network, B2B marketing, telephone and e-mail marketing, win German speaking countries, CRM, editing PR material.	Marketing, basic technical understanding	English, German, other languages are a plus	Microsoft Office	Recommended to live in Groningen	Preferably 6 months	CV, cover letter, letter of recommendation if existing
Netherlands	Business, marketing, economics, finance	Medical diagnostics	Creation of market analyses and competitive analyses in order to achieve international maximum acquisition of gain, assistance with the implementation of the market analyses' results for international market expansion, formulation of a business plan for a patented and novel molecular test for the European market, account management and customer support of clientele, active contribution and reporting about latest proceedings on the market.	If possible (but not mandatory) first experience in Sales & Marketing and knowledge of SEO/SEA	Excellent English and French or German (both orally and written)	Ambitious, cooperative, creative, independent and diligent person; outstanding organisational skills; analytical and innovative thinking; enthusiasm and strong commitment	Support at finding accomodation	5-6 months	Currently enrolled for either business or communication-related study program; application per email letter and CV
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
Netherlands	Divers, Eventmanagement	Not-for-profit Foundation	Cultural Programme Coordinator: Plan and organise educational and entertaining programmes for our "Wasteless Culture Mondays" (e.g. documentary screenings, debates, guest speakers, workshops, quizzes); Communicate, collaborate and receive guest speakers, documentary makers, fellow initiatives, musicians; Represent the message of our foundation during the dinners; Ensure all materials are present and setting up the stage; Facilitate discussions at every "Cultural Monday Dinner"; Collect feedback from our foundation's community, try to continuously improve our content		English			6 months	CV and a short motivation letter
Netherlands	Human Ressources	Not-for-profit Foundation	Team Coordinator: Recruit volunteers and interns; Keep our vacancies up-to-date on various platforms; Keep the volunteer work schedule up-to-date; Arrange the introduction of new volunteers; Receive and assess incoming internship applications; Interview the prospective interns; Communicate between our foundation and the sending institution i.e. the university; Guide the immersion of interns;		English			6 months	CV and a short motivation letter
Netherlands	Fundraising	Not-for-profit Foundation	Funding Coordinator: Research and apply for subsidies on different levels; UN, EU, national and local; Research and participate in startup funding possibilities; Coordinating alternative funding options, such as crowdfunding;		English			6 months	CV and a short motivation letter

Netherlands	Eventmanagement	Not-for-profit Foundation	Events Coordinator: Plan and coordinate our participation in weekend events, food festivals etc.; Coordinate and communicate with a team of volunteers; Arrange pickups; Select food to be handed out & prepare tasters for visitors; Communicate our foundation's cause to the visitors; Coordinate the event promotion with the social media coordinators; Communicate with municipality about event permits; Reflect on every session and improve concept accordingly; Also working on Saturdays.		English			6 months	CV and a short motivation letter
Netherlands	Divers, Medien	Not-for-profit Foundation	Global Movement Coordinator: Design a strategy for our global movement programme, that aims at encouraging the formation of branches of our foundation around the world; Interviews on the experiences and challenges of the existing branches; Streamline processes for starting up: agreements, sharing of information etc.; Set-up platform for communication and mediate regular exchange between the branches; Reach out through various channels to encourage the formation of new branches; Write articles about each branch and their activities for distribution on our blog, newsletter and social media;		English			6 months	CV and a short motivation letter
Norway	Marketing, Business Administration, Languages, Economics	Chamber of Commerce	Market research, acquiring new customers, contact with customers, telephone marketing.	MS Office	Norwegian and German			6 months, always January-June and August-December	CV, letter of application
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.
Poland	Economics, Finance, Public Affairs, Political Science	Chamber of Industry and Commerce	Preparation of market analysis and research, organisation of marketing event and workshops, assistance in administrative duties, building and updating contact lists and databases.	Efficiency at MS Office	Good command of German is essential; a good knowledge of English/Polish will be an additional asset.	Excellent verbal and written communication skills		3 months	
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
Serbia*	Political Science, International Relations, Legal Studies, European studies, Public Administration, Environmental Studies, Economics, Project Management, Data Science (other social sciences and humanities)	NGO (think tank organisation concerning European politics)	Participation in current research activities; development of own research project; assistance of CEP's researchers in developing policy products; data visualisation; participation in dissemination of research findings, organisation of events.	Good knowledge of research methods; excellent research, analytical and writing skills; advanced knowledge of Microsoft Office programmes	Excellent writing and verbal proficiency in English; other language skills are of advantage	Interest in one of our program fields, evidenced by prior academic or professional experience	Help to find accommodation		CV; Motivation letter (up to 500 words, mentioning the reasons for applying, skills and qualifications, and the field of work the candidate is interested in); writing sample in English (e.g. essays, articles, policy briefs, reports etc.)

<b>Serbia*</b>	International Relations, Political Science (human rights, minority rights, peace and conflict resolution)	NGO (think tank concerning ethnic relations)	Desk and field research; collection, processing and analysis of data sources; writing documents (reports, essays, etc.); participation in preparation of policy papers with recommendations; creation of work plans and work reports.	Good english skills (oral and written); operational and analytical skills; presentation skills	English	Team work			CV, motivation letter; recommendation letter
<b>Serbia*</b>	Human Resources, Psychology, Business Administration, Economics, Law, Social Sciences, Philology (and similar)	International staff service provider	Assistance in selection and recruitment of candidates for various companies and industries; participation in current projects within the "people & culture" department of the company; assistance in preparation of administrative documents while getting acquainted with Serbian Labour Law.		English (fluently)	Problem solving and 'can-do' attitude, interpersonal and communication skills are essential	Accommodation and lunch are offered	Max. 3 months	CV, motivation letter
<b>Serbia*</b>	Economics, Business Administration, Business Development, Optimization and Business Improvement (production, marketing, logistics)	Private craft company building windows and doors	Marketing: seeking new customers abroad; production: improving product quality; logistics: optimization and organization of lager.		English, German	Analytical approach, calmness and positive attitude, orientation towards solving problems, consciousness of confidentiality	Accommodation and lunch are offered	Max. 3 months	CV, motivation letter, Skype interview
<b>Serbia*</b>	(Eastern) European Studies, International Relations, Management, Education, Gender Studies, Slavic Studies;	NGO (concerning European politics)	Research concerning all topics related to the EU integration process, preparation of background material, analysis of documents; help secretary with daily work.	Oral and written communication skills; research skills; innovative and creative approach in work	English	Motivation, team work, self-initiative, determination, commitment, passion for continuous learning	Help to find accommodation	3 - 6 months	
<b>Slovakia</b>	Economy, Management, Business, Marketing or similar	Consulting and Market Research Company (foreign branch)	Observing and providing support to members of our company in Bratislava (occasionally in other branches). This includes, but it is not limited to phone interview calls, work with Microsoft Office software, independent (internet) research, and creation of models along with the market sizing, plus preparing the full report. Marketing tasks can include sales, preparation and identification of new sales & research opportunities and key account. Additional duties and task are possible, especially determined by the capability of trainee.	Basic knowledge of Excel and Office programs	English - C1, other languages are an advantage, German is a plus.	Analytical thinking, well spoken, not afraid of cold calling, motivated		14 weeks	Preferred master students, or 3rd year bachelor students
<b>Spain</b>	Business Administration; Business Consulting; International Business Studies; Human Resources Management (Bachelor students from 5th semester on or Master students)	HR Consultancy	Assistance in the preparation of quotations. Preparation of job profiles. Research of target companies and candidates. Initial contact with candidates, requesting and analysing CVs, arranging interviews. First selection of candidates by telephone interviews. Participation in personal interviews. Maintaining the applicant database, writing status reports, contact with clients. Translation work.	Office (Word, Powerpoint, Excel)	English and Spanish min. B2-C1; German skills would be a plus	Analytical and creative. Open and honest. Structured working style. Intercultural skills, team player, highly motivated.	Tips for local accommodation websites, Apps and groups	Min. 3 months	CV. Relevant certificates including a current certificate of matriculation (enrolment certificate).
<b>Spain</b>	Business Administration	Real Estate Agency	Contact with clients, sellers, partners. Management of office-providing solutions to problems. Answering the phone and emails and ensuring everything in the office runs smoothly.	MS Office	Advanced level of Spanish and English (also in writing)	Must be organised, detail-oriented, good at multitasking and possess very good management skills			Email your CV
<b>Spain</b>	Marketing, Business	Real Estate Agency	Contact with clients, sellers, partners, written correspondence, writing and placing internet advertisements and blogs.	MS Office	Advanced level of Spanish and English (also in writing)				Email your CV
<b>Spain</b>	Rental Agent	Real Estate Agency	Contact with clients, sellers, partners. Making rental deals. Flat finding for the website.	MS Office	Advanced level of Spanish and English (also in writing)				Email your CV
<b>Spain</b>	Economics, Languages and similar fields of study	Spanish language school for foreigners	Marketing, publicity, administration, translation etc.	MS Office, Internet	Spanish, German, English, (Polish, French, Swedish)	Marketing		Min. 3 months	

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	Social Care, Pedagogy, Economics, Intercultural Studies, Politics, Cultural Science, Psychology, Education, Arts and Crafts, Media Design, Sustainability, Health Care	NGO	Event Management through a platform for entrepreneurs on the company's website: participate in activities, get involved in actions management, specialization on one action which the trainee is interested to promote.	Intercultural approach, artistic appeals	Spanish will make it easier, but we can help to learn and we can speak English	Curiosity, creativity, team working, autonomy, leadership	Help with finding accommodation	3-12 months	
Spain	Business	Chamber of Industry and Commerce	Market analysis, preparation of written presentations, selection of target companies, contact to potential clients.		Spanish and German	Analytical thinking, market knowledge, computer, flexibility		3-6 months or more	CV and letter of application in Spanish and German
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	Business, Law	Attorney's office/law firm	Translation, language revision and drafting of legal documents, preparation of legal publications and presentations.	Knowledge of Windows Microsoft Office, basic computer skills	German and English	Spanish			Send CV, minimum age 20+
Spain	Journalism, Media, Communication, Advertising	Newspaper	Editorial content production, researching news, previewing and reviewing events.	Microsoft Office	German, Spanish, English		Help to find accommodation		
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	Marketing, Digital, Communication, Advertising, International Commerce...	Marketing Agency	Content writing; SEO linkbuilding; social media; website managing; research for new prospects; customer helpdesk.	Interest and knowledge of nurture marketing; good MS Office skills; digital native, fast writing	Native foreign language and English; good level of Spanish recommended	Teamwork, learning ability, communication, commitment		6 months	Internship agreement with a university is mandatory
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	Communication, International Business, Business Management Marketing	Ecommerce company (the company is an online store of second hand clothes for women in Spain, France, Portugal, UK, Italy and Germany)	In the digital marketing department of Micolet the Student will take part in the following functions: - Mail Marketing - SEO on-page and SEO off-page - Social network assistant - Developing new markets and collaborations - Sales - Customer support - Corporate Communication  Conditions: - Full time position (7h 15min/d Monday to Thursday and 6h Fridays. Total 35h/weekly) - 350€ / monthly		German native, English intermediate, Spanish knowledge will be considered an asset	Interest in fashion, writing knowledge, office skills	Information and advice if necessary	6 months preferably	
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, major in marketing, communication	Trade company (fruits and vegetables)	Marketing: work on the newsletter, research/benchmarking, prepare presentations, help with merchandise and develop ideas for small projects.	Microsoft Office	Very good knowledge of German, good knowledge of English, Spanish			5-6 months	Spanish CV and letter of motivation
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	Economics, Administration and Business	Trade company (fruits and vegetables)	Packaging Management: management of all our material and elements for our products, help with concrete projects with different suppliers, internal documentation, data updates, order of materials.	Microsoft Office	Good knowledge of German, English, Spanish			5-6 months	Spanish CV and letter of motivation
Spain	Economics, Administration and Business Management, Logistics	Trade company (fruits and vegetables)	Purchasing: organization and coordination of our products, contact with different countries, prepare and organize business meetings, manage orders, check incoming deliveries of goods.	Microsoft Office	Good knowledge of German, English, Spanish			5-6 months	Spanish CV and letter of motivation
Spain	Economics, Administration and Business Management, PRL	Trade company (fruits and vegetables)	Prevention of occupational risks: support the PRL area, internal communication through the Intranet and translations, support specific trainings regarding the prevention of occupational risks.	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	Business Economics / Administration, Communication, Media	Communications Agency (of a sport facility)	Manage shootings and the deals with international producers and other companies.		Fluent English (Spanish optional)	Public relations / marketing knowledge	Yes	3 months	CV / LinkedIn
Spain	Business Economics / Administration, Communication, Media	Communications Agency (of a sport facility)	Support for the sponsorship and partnership plans and for the international expansion.		Fluent English (Spanish optional)	Business knowledge / Economic knowledge	Yes	4 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, 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 (Palma de Mallorca)	Business Economics Administrations Sales Marketing Languages Communication Management Environmental Studies Energy Studies	Development and marketing of technologies for the sustainable management of energy, nutrition and waste problems. Focus on reducing the destructive mining of fossil raw materials and developing profitable business models in the process.	Tasks in the sales department: - Research in various target markets - analysis of the data and identification of relevant companies in the target markets - Search for potential distributors - Initial contact with potential clients  Task in the emarketing department: - Maintaining the website and social media channels - Creating new content and posts - Creation and updating of presentations - design, programming	In marketing: some knowledge in design (Photoshop) and/or programming/ content management (HTLM, CSS, Wordpress)	High Level of English (C1)  Any additional language is more than welcome	self organized and well structured person high communication skills open-minded, motivated, team player independent, flexible	We try to support our interns to find accommodation and can provide contacts and tips	Minimum stay of 3 months	registered student with prove of freelance activity

<b>Sweden</b>	Marketing, Finance, Business Administration, Law, Tax, Communication	Chamber of Commerce	Departments available: Market Entry & Business Development, Members & Events, Corporate Communications, Financial Accounting & Payroll, Tax, internal Finance department.	Basic computer skills	German and/or Swedish, English			3-6 months	Online through <a href="http://www.webforum.com/form/handelskammer/form.asp?sid=811293560">http://www.webforum.com/form/handelskammer/form.asp?sid=811293560</a>
<b>Sweden</b>	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
<b>Sweden</b>	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.
<b>Turkey</b>	BWL, Business Management, International Management, Eventmanagement, Recht, Wirtschaftsrecht, Marketing, Economics, Wirtschaftskommunikation	Deutsch-Türkische Industrie- und Handelskammer + DEInternational Dienstleistungsunternehmen	Assisting legal questions; import/export, company establishments TR/GER; newsletter, legal research, market research; research on potential business partners; planning, organization and implementation of organizations (e.g. Oktoberfest); support trade fairs and delegations.	MS Office	German and Turkish is a must, English preferred				Letter of application, CV, proof of enrolment, grades

\*Dieses Praktikumsangebot beruht nicht auf Erfahrungswerten, d.h. es war bisher noch keiner unserer Studierenden dort.