



6 Month Communication & Project Management, French Speakers Internship

(DYSPMo809)

PLEASE READ CAREFULLY BEFORE CONTINUING.

ESPA or European Student Placement Agency is a recruitment agency whose goal is to find high quality internships for European students in the UK. We work closely with our host companies to ensure the positions provide students with a great experience, both professional and personal.

REQUIREMENTS: ESPA vacancies are open to all EU passport holders able to travel to the UK for an educational work placement, without the need for visa documents. You have to still be a student or have graduated in the last 12 months. Any student who is unsure of their visa situation should check with their university before applying.

BENEFITS: ESPA is free for students. Accommodation, utility bills, TV Licence, Internet Access and UK commuter travel to the place of work will be paid for by the host company. This will be sourced and managed on your behalf by ESPA. **These benefits have an approximate value of 600-700€ per month.**

There is no salary over and above the benefits offered, unless specifically stated.

To know more, please visit: www.espauk.com

The Host Company

Company whose products are in more than 65 countries around the world and employs more than 5,000 people worldwide. Leaders in Technology, this host company is constantly looking to grow and expand their team as well as develop the design and user experience of their products. Now, they are searching for the next generation to work on developing future technologies and they are looking for people with bright ideas to contribute to their success.

Role

The host company is looking for someone to support the communication flow between their team and different markets, particularly **France**. You will be working and reporting to the Market Manager and the Rollout Manager. Key thing is to have strong **Communication** skills and ideally have had **Project Management** experience before. Retail experience is good, but not a must.

Duration

6 months.

Location

Malmesbury, a market town and civil parish in the southern Cotswolds in the county of Wiltshire, England.

Languages

English should be **B2/C1**. French native speaker is required.

Start date

October 2015.

Tasks

- Offering support in terms of communication between internal teams and the existing and potential market, particularly the French market.
- Helping the team to think through what kind of communication they need to have a successful project.
- Stay on top of the different potential projects that may be given.
- Expectation of proactive communication among team members as well, documenting what the team agrees to do: what status reporting will be done, what team meeting will be held, how decisions will get documented and who will participate in various reviews.
- Make substantial connections that help with the project and its nature.
- Reporting to the Market and Rollout Managers, keep them aware of project progress and any issues that would impact the project meeting its goals.

Personal Skills

- Strong communication skills.
- Previous Project Management experience.
- International background (abroad studies or abroad working experience).
- Understanding of cultural differences and how to deal with them.
- Organisation skills, attention to detail and a responsive attitude.
- Ability to adapt quickly to changes and flexibility.
- Ability to work under pressure as you might have to accomplished deadlines.
- Retail experience is desirable but not a must.

How to apply

STEP 1) Please, register with us at <http://www.espauk.com/students/register-with-us>

STEP 2) Please, send an email to madeline@espauk.com with the reference code **DYSPMo8og** attaching your CV as a pdf file. A cover letter is always helpful.

Are you eligible?

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