



Contact			
<p>CATT Innovation Management GmbH supports companies in the region of Upper Austria to find international trainees, getting financial support through the Erasmus or Leonardo da Vinci programme. Therefore we distribute placement offers of our partner companies, where European students and graduates have the possibility to apply for. Our service is free of charge.</p> <p>Applications should include:</p> <ul style="list-style-type: none"> • CV • Motivation letter • Possible start and duration of placement • Information about a possible Erasmus or Leonardo da Vinci grant <p>Documents should be send to Rita Krenn.</p>			
Contact person:	Rita Krenn (CATT Innovation Management GmbH)		
Phone:	+43 732 9015 5422		
e-mail:	application@catt.at		
Web:	http://www.catt.at/files/Placement_offers.pdf		
Short description of the company:	The company, offering the placement, is the inventor of the so called Dascanova Technology. It is a company based in Austria and founded by wood experts with international experience gained in Europe and North America. The company focuses on innovations in the wood-based panels industry.		
Placement location	Vienna		
Branche (in English)	Research & Development, Engineering, Wood-Based Panel Industry	Number of employees (approx.)	10 <
Offer Internship			
number of open internship positions:	1		
Name of the position:	PR Manager		



<p>Description of task, please mention in detail the responsibilities, tasks of the trainee</p>	<p>PR Manager (trainee position) should support the administrative and business activities of the company worldwide, with focus in Europe, South America and in Asia. Under supervising she or he will be responsible for the following activities:</p> <ul style="list-style-type: none"> - Development on new PR and marketing activities - Cooperation at the news and newsletter production - Communication with extern agencies - Preparing of text and graphic drafts - Product recherche - etc.
<p>Required skills (please mention here required skills like IT applications, computer programs, social skills,....)</p>	<p>time-management skills, communication at international level, organising of events, problem solving and decision making, graphic design</p>
<p>Start date of placement</p>	<p>earliest starting date: August 6, 2012 latest starting date: September 28, 2012</p>
<p>Duration of placement</p>	<p>3 up to 5 months</p>
<p>City</p>	<p>Vienna nearest train or bus station: Subway U4 Station - Heiligenstadt nearest airport: Vienna (Schwechat) Austria</p>
<p>Working hours</p>	<p>40 hours/ week 8 hours/ day</p>
<p>Salary</p>	<p>gross (€): , net (€): negotiable</p>
<p>Accommodation</p>	<p>Is your company able to offer an accommodation possibility? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, costs per month (€): If no, can you help in finding one? <input type="checkbox"/> yes <input type="checkbox"/> no</p>
<p>Canteen / Lunch</p>	<p><input type="checkbox"/> yes <input type="checkbox"/> no</p>

<p>Desired Knowledge</p>	
<p>Studies:</p>	<p>Management, Communication, PR</p>
<p>Specialisation in:</p>	<p>B2B</p>
<p>Stage of studies</p>	<p><input type="checkbox"/> beginner <input type="checkbox"/> mid of studies <input type="checkbox"/> at the end</p>



Former experience required?	<input type="checkbox"/> yes <input type="checkbox"/> no
Language Skills (1= excellent, 3 = middle, 4 = basics)	German 4 English 2 Spanish Italian French Others: Russian or Chinese language could be an advantage
Additional qualifications:	technical background