

Conservatorio Superior de Música de Málaga

PLACEMENT OFFER

INSTITUTION	CONSERVATORIO SUPERIOR DE MÚSICA DE MÁLAGA/ INTERNATIONAL RELATIONS OFFICE
LOCATION	Plaza Maestro Artola, 2, 29013, Málaga, Spain
MAIN ACTIVITY	International relations office co-operation, library, translator assistant
PLACEMENT OFFERED	<ul style="list-style-type: none"> • emails • help and advise incoming students (orientation, registration) • help incoming teachers • help overseeing bilateral cooperation agreements • disseminate information on scholarships • handle scholarship applications • help update the website of the Centre for External Relations
STUDENT PROFILE	english and spanish speaker, good computer and web designing skills, able to work on his/her own
TYPE OF STUDY	Any relevant discipline
DESIRED SKILLS	computer literacy (word, excel)
LANGUAGE	English-spanish
DATES	15 october-8 february or 11 february-28 june
WORKLOAD	35 hours week
DEADLINE	Application should include a CV and a letter of interest. Before: 21th september 2012
CONTACT	Sonia Carillo, international relations office, internacional@conserv-sup-malaga.com