

CALL: INCORPORATION OF STUDENTS FROM INCHEON NATIONAL UNIVERSITY TO THE REPRESENTATIVE OFFICE OF INCHEON NATIONAL UNIVERSITY AT UNIVERSITY OF MALAGA.

The representative Office of Incheon National University in Malaga presents internship for students from Incheon National University (INU) who are interested in working at the Office.

Article 1. Grant and period of the internship

The internship is reserved for a student from Incheon National University who studies in University of Malaga as an exchange student in the current academic course 2014-2015. The period of the internship is six month from the starting date of the internship. The selected student will be grant with 360 €/months subject to prevailing tax legislation.

Article 2. Requirement of the candidates

- Be student of Incheon National University studying as an exchange student at University of Malaga during the academic course 2014-2015
- Spanish Language. A2
- English Language. B1
- Basic computer knowledge (MS Office, etc.)
- Positive attitude to work in a dynamic office

Relevant skills

- Design of Website
- Graphic design and design software skills (Adobe Photoshop, InDesign, Publisher)

Article 3. Obligation of the selected student

The selected interns are required to work at the Office 20h. per week within the office working hours (10:00-18:00) and the official annual schedule of the University of Malaga. Moreover, it is expected that interns will help events, which is organized by the office, scheduled outside the regular work hours. Nevertheless, interns will not work under any circumstances more than 100h. per month.

Article 4. Definition of the tasks to be accomplished by the selected student

- Support the work at the office in Korean, English and Spanish
- Attention to the university community (students, professors, University Staff) in Korean, English and Spanish
- Translation of documents, reports, news... from Korean into English or Spanish and from English or Spanish into Korean
- Windows on Korea Library support (eventually)
- Information Service
- Website maintenance, social networking, etc.
- Organization of cultural and educational activities.

Article 5. Selection process

The successful proposals will be selected by an Evaluation Committee through a competitive award process:

President: Antonio J. Doménech del Río. Director of the representative Office of Incheon National University in Malaga

Secretary: Patricia Chica Morales. Technician of the representative Office of Incheon National University in Malaga

In order to apply to this call, candidates must submit the following documentation (in PDF format) by e-mail to incheon@andaluciatech.org from the publication date of this call to 25th of May of 2015 at 10:00h with the subject "Application+ name of the candidate":

- Resume (English or Spanish)
- Presentation letter, introducing yourself. (English or Spanish)

Article 6. Personal interview

The interested candidates must attend to the personal interview on May 26th of 2015 at 12.00h at the Professor Antonio J Doménech's Office at the Faculty of Social Labour and Studies (Avenue Francisco Trujillo Villanueva, Teatinos Campus extension). Personal interview will be done in English.

For further information, do not hesitate to contact to the representative Office of Incheon National University in Malaga by email incheon@andaluciatech.org or telephone +34 951952772

Málaga on May 20th , 2015



Antonio J. Doménech del Río
Director of the representative Office of
Incheon National University in Malaga