

## Erasmus Student Work Placement in Spain

### EMPLOYER INFORMATION

<b>Name of the company</b>	Transnational Consulting, S.L.
<b>Address inc post code</b>	C/Ivan Pavlov nº 8 bloque 2 1º 29590
<b>Telephone</b>	+34 951 013 434
<b>Fax</b>	+34 952 041 676
<b>E-mail</b>	transnationalconsulting@gmail.com
<b>Number of employees</b>	15
<b>Short description of the company</b>	Transnational Consulting, SL is a consulting company that aims to provide integral services: Human Resources Consulting, Financial and Accounting Consulting. Our clients are mostly small and medium enterprises located mainly in Spain. This dynamic company located in beautiful and touristic Malaga on Costa del Sol is made of a professional team willing to share their experience with you.

### CONTACT DETAILS

<b>Contact person for this placement</b>	Kamila Silska / Pilar Cordón
<b>Department and designation, job title</b>	Human Resources
<b>Direct telephone number</b>	910601935
<b>E-mail address</b>	<a href="mailto:ksilaska@veturis.com">ksilaska@veturis.com</a> / <a href="mailto:rrhh@veturis.com">rrhh@veturis.com</a>

### APPLICATION PROCEDURE

<b>Who to apply to (including contact details)</b>	Kamila Silska ( <a href="mailto:ksilaska@veturis.com">ksilaska@veturis.com</a> ) / Pilar Cordón ( <a href="mailto:rrhh@veturis.com">rrhh@veturis.com</a> )
<b>Deadline for applications</b>	25/07/2013
<b>Application process</b>	The candidate has to send: CV, cover letter, academic record, any other relevant information (in English).

### PLACEMENT INFORMATION

<b>Department, Function</b>	Translation, International Relations.
<b>Location</b>	Málaga (Spain)
<b>Start Date</b>	as soon as possible
<b>Duration</b>	3 months (with a possibility of a extension)
<b>Working hours per week</b>	40 hours
<b>Description of activities, task</b>	Translation from English to Czech, expanding our international business, new markets entry development
<b>Accommodation</b>	Help with finding accommodation.
<b>Details of financial and "in kind" support to be provided</b>	Financial help with paying for accommodation.

## COMPETENCES, SKILLS AND EXPERIENCE REQUIREMENTS

<b>Languages and level of competence required</b>	Czech – native language, English – full professional proficiency, Spanish - preferable but not required
<b>Computer skills and level of skills required</b>	Knowledge of MS Office, mail, and Internet
<b>Other</b>	Translation work experience and commercial experience in International Market is a plus. Hard team worker, ability to work independently, organized, and with a high sense of responsibility.

If you would like further information please do not hesitate to contact us.  
Looking forward to hearing from you.