

**PLACEMENT OFFER IN INTERNATIONAL SERVICES (UNPAID)**

(THE FIELD, NAME, TOPIC OF THE PLACEMENT)

**EMPLOYER DATA**EMPLOYER / NAME OF THE ORGANISATION / COMPANY  
Oulu University of Applied Sciences,  
International ServicesADDRESS  
Kotkantie 1  
BOXWWW PAGE  
[www.oamk.fi](http://www.oamk.fi)NUMBER OF EMPLOYEES  
600 Oulu UAS / 5 Int'l ServicesPOSTAL CODE  
90250 OULUCOUNTRY  
FINLANDCONTACT PERSON FOR THE PLACEMENT  
Sami NiemeläDIRECT TELEPHONE NUMBER  
+358 50 542 4547DIRECT E-MAIL  
[sami.niemela@oamk.fi](mailto:sami.niemela@oamk.fi)**PLACEMENT DATA**

## DESCRIPTION OF ACTIVITIES

- Arrangements of the International Teacher and Staff Exchange Week to be organised in Oulu UAS campuses 9 - 13 April 2018 ([www.oamk.fi/itsew2018](http://www.oamk.fi/itsew2018)): planning and executing the event and communication with the participants of the week.
- Assisting the International Services staff in the administration of mobility programmes and other forms of international cooperation.
- Motivating Oulu UAS's students for studying/practical training abroad together with International Services staff and the Oulu UAS student union.

## STARTING TIME

EXACTLY ON 4.1.2018

CAN BE SEPARATELY AGREED ON

## DURATION OF THE PLACEMENT

5 MONTHS

36 h 45 min WORKING HOURS/WEEK

## SALARY (IF ANY) / "IN KIND" SUPPORT TO BE PROVIDED

A possible grant from student's home university + housing (single room) provided and paid for by Oulu UAS.

## TRAINEE IS INSURED BY THE EMPLOYER AT THE WORK

YES NO

## ADDITIONAL SERVICES PROVIDED BY THE EMPLOYER (HELP WITH HOUSING, TRAVEL ETC.)

Housing is organised and paid by the employer. A Finnish language and culture course (3 ECTS cr, depends on the actual dates of traineeship).

Access to Finnish student discounts through membership (fee 23€) in the Oulu UAS student union ([www.osakoweb.fi](http://www.osakoweb.fi)). Access to University Sports of Oulu offering (fee 31€): ([www.unisportoulu.fi](http://www.unisportoulu.fi)).**TRAINEE DATA**

## PREFERRED STUDY FIELD/S OF THE TRAINEE

Business & administration, international relations,  
possibly studies related to event management

## SKILLS REQUIRED

Good organisational and communication skills, outgoing and enterprising personality.

LANGUAGE SKILLS REQUIRED  
Fluent oral and written English

COMPUTER/IT SKILLS REQUIRED  
MS Office software, perhaps

STUDENT MUST HAVE AN ERASMUS GRANT/ STATUS FOR THE PLACEMENT FROM HIS/HER OWN UNIVERSITY  
YES NO (ALSO OTHER SUITABLE APPLICANTS ARE CONSIDERED)

ADDITIONAL REQUESTS CONCERNING THE TRAINEE

The traineeship should be started in January 2018. The traineeship should be completed by 30 of June 2018  
(the earliest possible ending time 30 April 2018).

### APPLICATION DATA

APPLICATION DEADLINE  
15.11.2017

APPLICATION DOCUMENTS MAY BE SENT IN AN  
ELECTRONIC FORMAT  
YES NO

REQUIRED APPLICATION DOCUMENTS

CV / RESUME

OPEN APPLICATION

STUDY RECORD

OTHER testimonials of work/international experience  
or relevant activities if available

FOR FURTHER INFORMATION ABOUT THE PLACEMENT AND TASKS, PLEASE CONTACT THE EMPLOYER.

APPLICATIONS SHOULD BE SENT TO:  
OULU UNIVERSITY OF APPLIED SCIENCES  
INTERNATIONAL SERVICES  
Sami Niemelä  
Kotkantie 1  
FI -90250 OULU, FINLAND  
[sami.niemela@oamk.fi](mailto:sami.niemela@oamk.fi)  
MOBILE: +358 (0)50 542 4547

N.B! APPLICATIONS IN ELECTRONIC FORMAT ARE PREFERRED.

N.B! PRIORITY IN THE TRAINEE SELECTION IS GIVEN TO THE APPLICANTS FROM THE PARTNER INSTITUTIONS OF OULU  
UAS AND NORTH2NORTH MEMBER INSTITUTIONS.