

**Erasmus Student Work Placement at University of Macedonia  
(GREECE)**

<b>EMPLOYER INFORMATION</b>	
Name of organization	University of Macedonia (higher education institution offering BAs and MAs in Economic and Social Sciences and BA in Music)
Address & post code	156 Egnatia str. P.O.Box 1591 54006 Thessaloniki, Greece
Website	<a href="http://www.uom.gr">www.uom.gr</a> <a href="http://compus.uom.gr/erasmus/?q=en">http://compus.uom.gr/erasmus/?q=en</a>
<b>CONTACT DETAILS</b>	
Contact person for this placement	Mrs Anna Kyriakidou, Mrs Dimitra Michalaki
Department and job title	Erasmus Coordinator's
Direct telephone number	++302310891223, 891225
E-mail address	<a href="mailto:annakir@uom.gr">annakir@uom.gr</a> , <a href="mailto:dimitra@uom.gr">dimitra@uom.gr</a>
<b>PLACEMENT INFORMATION</b>	
Department / Function	Erasmus Office
Description of activities	We are looking for <b>one</b> Erasmus placement grant holder to collect the curricula and the description of courses (in English) from our Partner Universities. He/she will assist the Academic Coordinators by researching on the internet to establish the correspondence of ECTS, among other duties.
Location	Thessaloniki (Greece)
Duration	8 or 7 months starting in February or March 2012
Accommodation	student must make own arrangements (ESN can offer assistance)
Health Insurance	Student must have private Health Insurance (accident, medical care etc.) and Insurance for Liability
<b>COMPETENCES &amp; SKILLS</b>	
Languages	Very good level of English (minimum B2/C1) written and spoken. Knowledge of other European languages is a plus (for example, Italian, German, French, Dutch, Spanish, etc) Knowledge of Greek will be highly appreciated.  Organized and reliable
Other	Internship is unpaid  Free Greek language course and student canteen at reduced price available
Computer skills	Independent user of Office, Excel, Access, Internet, e-mail, PPT