



## Two Internship offers in Satakunta University of Applied Sciences, SAMK, FINLAND

- Employer:** Satakunta University of Applied Sciences, SAMK;  
Higher Education Services, International office,  
Student Services
- Short introduction** SAMK has 6500 students and 450 staff members. SAMK operates in 9 faculties in 4 cities in the Satakunta region. The interns will be working within the
- **Tiilimäki campus in Pori:** Maamiehenkatu 10, FI.28500 Pori and/or
  - **Tiedepuisto campus in Pori,** Tiedepuisto 3, FI 28600 Pori
- Website:** [www.samk.fi/english](http://www.samk.fi/english)
- Contact person:** Riitta Rissanen (Tiilimäki campus)  
[riitta.rissanen@samk.fi](mailto:riitta.rissanen@samk.fi)
- Period of the internships:** Starting 17 August 2015 until 15 January 2016  
**Working hours:** App. 7 h 15 min / day
- Tasks:** The internship is in the Tiilimäki campus and/or Tiedepuisto campus international offices. The internship will consist of different tasks related to international affairs. The main tasks would be
- assisting in practicalities related to student exchange (incoming, outgoing)
  - working on international relations information material, producing information material, e.g. updating the www-site and pp-material
  - correspondence with international partners
  - assisting with event organisation such as International cafés and International week
  - other administrative tasks
- Skills required:** We are looking for 3<sup>rd</sup> year students from the area of business or communication or other suitable area, with
- good command of English (other languages are considered an asset)
  - international experience
  - valid driver's license
  - basic knowledge of Microsoft Office, In Design, Adobe photo shopping design (other computer skills are an asset)
- Salary:** App. 1050,00 €/month minus taxes  
**Practicalities:** Accommodation is offered in the student dormitory. Rent app. 300€.
- More information and applications with CV:  
[riitta.rissanen@samk.fi](mailto:riitta.rissanen@samk.fi) (Tiilimäki campus) +358 44 710 3859
- Deadline:** **10 May 2015**