

Vorbemerkung:

Die auf den folgenden Seiten angebotenen Praktikumsplätze wurden uns vom akademischen Auslandsamt übermittelt. Wir geben Sie hier bekannt, ohne dass damit von unserer Seite eine Bewertung oder Empfehlung dieser Plätze (im positiven oder negativen) verbunden wäre. Wir empfehlen Ihnen auf jeden Fall, die Konditionen vor Vertragsabschluss genau zu prüfen. Über Rückmeldung von Studierenden, die von den angebotenen Praktikumsmöglichkeiten Gebrauch gemacht haben, würde wir uns allerdings freuen.

19.7.2006

Michael Klotz

Language Trainers needs interns!

+

<http://www.languagetrainers.co.uk>

We desperately need interns to do a work experience from 3 - 6 months in our company
Language Trainers.

For our positions we need someone starting immediately and we also have internship
positions all year available.

You should speak good English and be able to work under pressure.

Daily tasks include:

- Following-up of enquiries, dealing with potential customers and replying to specific enquiries over the phone and by e-mail;
- Finding teachers online and in our database, updating trainers and translators' database; arranging language courses and organising online marketing (creation of online brochures, updating web pages, etc);
- Selling language courses and translation services to companies and individuals;
- Little translations if needed

We always offer full-time placements. This means working hours from Monday to Thursday 10am – 6pm (with one hour lunch – to be taken flexible) and Friday from 10am - 5pm (same lunch hour) – total of 34 hours per week.

We pay our interns a support of £200 at the end of each month. We do not provide accommodation but we will help with finding accommodation.

GREAT FOR YOUR CV!!!

How to contact us:

Language Trainers
Brighton Media Centre
15-17 Middle Street
Brighton BN1 1AL
United Kingdom

Tel: +44 (0) 870 760 68 68
workexperience@upstreamconnections.com (Send CV with photo by email)

Upstream Connections needs interns!

<http://www.upstreamconnections.com/>

We need interns to do a work experience from 4-6 months in our company Upstream Connections.

For our positions we need someone starting in September and we also have internship **positions all year available.**

Upstream Connections works in the Search Engine Optimisation sector and you will gain valuable knowledge, which will be great for your CV. We will train you with Dreamweaver and you should have good IT knowledge (Microsoft Office, Photoshop etc.). You should speak good English. Other languages are an advantage but no must.

Daily tasks include:

- Telephone and email contact with our clients, designers, programmers, copywriters, and other freelance contractors
- Online and telephone research into competitors and generating new business leads in English and your mother tongue
- Developing new websites (front end, backend systems, specifications, content, photos) - using Microsoft Dreamweaver and Photoshop
- Promotion of websites (optimisation in English and your mother tongue)
- Some translation of websites and other documents (your mother tongue into English and English into your mother tongue)
- General office duties, e.g. answering the phone, post collection, office shopping...
- Help with promoting our new website www.interntown.com and contacting Universities and Students by phone and email

We always offer full-time placements. This means working hours from Monday to Thursday 10am – 6pm (with one hour lunch – to be taken flexible) and Friday from 10am - 5pm (same lunch hour) – total of 34 hours per week.

We pay our interns a support of £200 at the end of each month. We do not provide accommodation but we will help with finding accommodation.

Ideal for students who have to do work experience or students who just finish University!

How to contact us:

Upstream Connections
Brighton Media Centre
15-17 Middle Street
Brighton BN1 1AL
United Kingdom

Tel: +44 (0) 870 760 68 68
workexperience@upstreamconnections.com (send CV with photo by email)