

# Placement Offer Form

<b>EMPLOYER INFORMATION</b>	
Name of organization	BizPartner Group
Address	Dlhé Hony 5031/6 Poprad, 058 01 Slovakia
Telephone	+421 911 660 535
E-mail	bizpartner@bizpartner.sk
Website	<a href="http://news.bizpartnergroup.com/post/83287826696/internship-opportunity-for-european-students">http://news.bizpartnergroup.com/post/83287826696/internship-opportunity-for-european-students</a>
Year of foundation	2007
Contact person	Martin Fodor +421 911660535 martin.fodor@updience.com
Short Description of the Company	Business support and tools for European companies

<b>PLACEMENT INFORMATION</b>	
Department / Function	Marketing, HR, Bussiness Management, Communication, Economics, Public Relations, Media, etc
Description of activities	Participating in marketing campaigns, dealing with clients, managing staff, research for new opportunities, planning, etc
Duration	3-6 months
Working hours / Weekly hours	40 hours per week
City	Poprad, Slovakia
Help with Accommodation	Cost free fully furnished accommodation in new apartments
Financial Contribution	No

<b>REQUIREMENTS</b>	
Oral and written language skills	English (level: Intermediate)
Computer skills	MCOffice, Google Drive Office
Other	Social media and marketing skills, bussiness skills, etc

<b>ADMISSION PROCEDURE</b>	
Applications, steps of recruiting process	<ol style="list-style-type: none"> <li>1. Send your application and CV to martin.fodor@updience.com</li> <li>2. Interview with Human Resources Manager</li> <li>3. Interview with CEO</li> </ol>