



## **Placement Slovakia**

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## **Accounting Associate**

(Erasmus+ internship in Finance/Accounting)

Location: Bratislava, Slovakia Start: July 2017 Duration: 5 months minimum Working language: English

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement by their education institution covering the whole internship period.

#### Company profile:

This internship is in a Slovak Slovak branch of a global company, leading wholesale provider of reinsurance, insurance and other insurance-based forms of risk transfer. It is a prestigious company with over 10 000 employees worldwide, with modern offices in a Bratislava city center.

#### Position description:

- Assisting with the accounting for and contribute to the production of monthly/quarterly/annual accounts for assigned entities and branches

- Assisting with payroll, compensation and related benefits accounting and associated balance sheet entries and reconciliations where appropriate

- Accounting for accruals and prepayments for the respective entities

- Handle, or control, balance sheet reconciliation processes where not controlled by other Finance team

- Assisting with the preparation of VAT / equivalent reporting for VAT / equivalent managers (including reconciliations) - Assisting with the preparation of reporting for the various jurisdictions served by Finance

- Assisting with the processing of end to end intercompany recharges and related activity, i.e. accounting for intercompany recharges in and recharges out and International Assignee accounting / processes in conjunction with the Intragroup Service Model team. All associated reconciliations -

Transactional level reporting to the business as required from time to time

- Assisting in policy setting and process improvement identification and implementation

#### **Qualifications:**

- University degree or student in the area of finance, accounting, economics or similar
- Relevant experience as a Financial accountant or similar is welocme
- Very good comprehension of MS Office (Excel Pivot Tables, Word and PowerPoint)
- Excellent interpersonal and communication skills
- Experience in SAP or Oracle is an advantage
- Fluent English written and spoken
- Adherence to deadlines and ability to work on own initiative a must

#### Knowledge and skills the trainee can learn during the internship:

The trainee will gain the knowledge of accounting in international environment, will learn how to cooperate in the team, work with internal systems.

#### Benefits:

- Free accommodation provided,
- Standard support by our team. For more information check our website <u>www.placementslovakia.com</u>

Interested candidates please apply by submitting <u>an online application form</u> at www.placementslovakia.com



Erasmus+

We look forward to hearing from you!

## Process improvement Engineer

(Erasmus+ internship in Mechanical Engineering)

Location: Nitra region, Slovakia Start: July 2017 Duration: 5 months minimum Working language: English

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement by their education institution covering the whole internship period.

#### Company profile:

This internship is in a Slovak engineering and production company, especially in their production division of complex assemblies dealing with custom production of sheet metal parts and assemblies as well as assemblies made form different profile types and materials (steel, stainless steel and aluminium). It is a reputable company with over 100 employees, working on local and international projects.

#### **Position description:**

The trainee's project will be working on creating norms for manufacturing technologies (welding, grinding, etc), search for waste and improve performance and production process.

#### **Qualifications:**

- Student/graduate of mechanical engineering or guality/project management,
- Good level of English,
- Well organised
- Initiative and motivated person willing to learn

#### Knowledge and skills the trainee can learn during the internship:

Trainee will have opportunity to gain practical skills in proces improvement management, project management and learn the blueprints of mechanical/industrial engineer work.

#### **Benefits:**

- Free accommodation provided,
- Standard support by our team. For more information check our website www.placementslovakia.com

# Interested candidates please apply by submitting <u>an online application form</u> at www.placementslovakia.com





## Fleet Disponent: Bulgarian applicants welcome

(Erasmus+ internship in Logistics)

Location: Trnava region Start: July 2017 Duration: 5 months minimum Working language: Bulgarian (obligatory) + English or Italian

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement by their education institution covering the whole internship period.

#### Company profile:

The position will be for truck transportation company offering logistics services to international clients. The company is specialised in full-load truck transports inside EU and owns a private fleet of 105 trucks and counts on a 23 people office staff, plus 140 drivers. It's a member of a global network of 20+ transport companies across the globe, belonging to a family business based in Italy.

#### **Position description:**

The trainee will be responsible for giving instructions to drivers according to loading plan. S/he will monitor their performance, making sure they collect the cargo and deliver it at destination in time. The detailed work plan will include monitoring of costs, consumes, routes, driver shifts, performance, driving and resting hours, bookings, loading and unloading operations. The trainee will be also in touch with customers and another transport companies.

#### **Qualifications:**

- Knowledge of Bulgarian language. The second language should be either English or Italian;
- Superior numerical/logical skills;
- Stress resistance in a fast-paced environment;
- Prolonged endurance to long working hours;
- Excellent communication skills;
- Strong assertiveness;
- Collaborative teamwork attitude.

#### Knowledge and skills the trainee can learn during the internship:

- Freight forwarding/fleet management basics and dynamics in an international environment,
- Import export market and transport industry on a global scale.
- EU road laws and regulations.
- Price negotiation, profit and loss (cost controlling) essentials.
- Fleet management software and shared database usage.

#### **Benefits:**

- Possibility of full-time job after successful completion of internship, either in Slovakia or Bulgaria (Sofia);
- Free accommodation provided;
- Standard support by our team. For more information check our website www.placementslovakia.com

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## **IT Developer**

(7 Different Erasmus+ Internship Positions in IT)

Location: Trenčín Start: July 2017 Duration: 5 months minimum Working language: English

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ agreement by their education institution covering the whole internship period.

#### Company description:

A private company engaged in design, development and production of state of the art simulators and training systems. Core company product portfolio include military systems, civil aircraft simulators and other services (3D modelling).

#### **Benefits:**

- Collective work
- Public transportation contribution
- Possibility of job offer after successful completion of internship
- Meal vouchers
- Free accommodation provided
- Standard support by our team, for details check our website www.placementslovakia.com

#### 1. SW DEVELOPER

#### Internship tasks description:

Development of software control of electric drive via a Real-time Ethernet. Candidate will work on a development of a communication between industrial PC running real-time operating system (MS Windows with real-time extension IntervalZero RTX) and asynchronous electric drive via Real-time Ethernet – EtherCAT.

#### **Qualifications:**

- C/C++, MS Visual Studio
- Appropriate experience with technologies: Ethernet, Real-time Ethernet, EtherCAT, IntervalZero RTX

#### 2. EMBEDDED DEVELOPER

#### Internship tasks description:

Co-operation on development of dedicated embedded devices. Candidate will work on schematic design, component selection, PCB design, firmware programming – ARM Cortex-M3 MCU and programming of the simple testing application under Windows OS.

#### **Qualifications:**

- experience of C programming language,
- preferred knowledge of Altium Designer, Keil ARM-MDK, MS Visual studio
- Appropriate experience with technologies : MCU NXP ARM Cortex M3, Ethernet, PoE, TCPIP Stack, RS485/422, USB

#### 3. C++ DEVELOPER / image generator

#### Internship tasks description:

Development of parts of graphical engine of computer game-like application. The development can include programming animations and special effects (explosions, smoke, shadows, reflections, ...). The development is under Windows operating system.

#### **Qualifications:**





- Experience in C++ programming, graphical engine development.
- Appropriate experience with technologies: C++, computer graphics, graphical engines, MS Visual Studio.

#### 4. C++ DEVELOPER / artificial intelligence

#### Internship tasks description:

Development of parts of artificial intelligence engine of computer game-like application. The development can include implementation of terrain pathfinding, intelligent behavior, special effects (e.g. sounds), .... The development is under Windows operating system.

#### **Qualifications:**

- Experience in C++ programming, graphical engine development.
- Appropriate experience with technologies: C++, computer graphics, graphical engines, MS Visual Studio.

#### 5. C# DEVELOPER / virtual instruments

#### Internship tasks description:

Development of simulated visual models of real instruments. Simulated Instruments can be for example speedometer, temperature gauge, fuel gauge ... The development is under Windows operating system.

#### **Qualifications:**

- Experience in C# programming under Windows.
- Appropriate experience with technologies: .NET, C#, WPF, MS Visual Studio.

#### 6. C++ DEVELOPER / radio communication simulation

#### Internship tasks description:

Implementation of noise characteristics to a simulated radio communication. The goal is to apply a dynamic noise onto a clear voice communication between transmitter and receiver in real time. The dynamic noise generation is based on specified characteristics, which are functions of distance between transmitter and receiver, ambient humidity, terrain obstacles, .... The development is under Windows operating system.

#### Qualifications:

- Experience in C++ programming.
- Appropriate experience with technologies: C++, sound theory, MS Visual Studio.

#### 7. C++ DEVELOPER / game development platform interoperability

#### Internship task description:

Integration of existing computer game-like application with commercial game development platforms. The development can include integration with Unity, Unreal Engine, VBS, .... The development is under Windows operating system.

#### **Qualifications:**

- Experience in C++ programming.
- Appropriate experience with technologies: C++, game engines, MS Visual Studio.

#### Interested candidates please apply by submitting an online application form

at <u>www.placementslovakia.com</u> and state the name and number of this position into the relevant field in the application.





## Front-end Developer

(Erasmus+ internship in IT)

Location: Bratislava, Slovakia Start: July 2017 Duration: 5 months minimum Working language: English

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement by their education institution covering the whole internship period.

#### Company profile:

This internship would be for a company which is an online yacht search offering more than 1800 yachts in 60+ destinations worldwide, the best prices and verified content. The company provided an opportunity to work with the team of committed people having one common goal in mind - satisfied customer.

#### **Position description:**

The trainee will work on the performance side of Front-end, implementing new design and improving the web performance.

#### **Qualifications:**

- Good communication skills,
- Working independently,
- Well organised,
- HTML,
- CSS,
- Java Script,
- Web performance,
- Laravell,

#### Knowledge and skills the trainee can learn during the internship:

- Web performance,
- VUE JS library,
- A/B Test,
- NodeJS,
- Continues integration,

#### Benefits:

- Monitoring,
- Superb offices,
- Team Buildings
- Free accommodation provided,
- Standard support by our team. For more information check our website www.placementslovakia.com

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## Web Designer

(Erasmus+ internship in Web Design)

Location: Bratislava, Slovakia Start: July 2017 Duration: 5 months minimum Working language: English

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement by their education institution covering the whole internship period.

#### Company profile:

This internship would be for a company which is an online yacht search offering more than 1800 yachts in 60+ destinations worldwide, the best prices and verified content.

The company provided an opportunity to work with the team of committed people having one common goal in mind - satisfied customer.

#### **Position description:**

The trainee will help in the creation of a new design, adapting current design to customers behaviour and analyse the friction points on the web. Will also work closely with front-end team on improving the customer journey.

#### **Qualifications:**

- Good communication skills,
- Working independently,
- Well organised and learning fast,
- Basic design understanding.
- Adobe Photoshop,
- Creativity,

#### Knowledge and skills the trainee can learn during the internship:

- Designing eCommerce websites,
- Contribute and create something new,
- Skills to analyse customer journey,
- Learn how to work as part of a team,

#### **Benefits:**

- Young and motivated team,
- Work with modern technologies in web design,
- Team Buildings
- Free accommodation provided,
- Standard support by our team. For more information check our website www.placementslovakia.com

## Interested candidates please apply by submitting an <u>online application</u> form at www.placementslovakia.com





## Junior Account Manager: Spanish Applicants welcome

(Erasmus+ Internship in Marketing)

Location: Bratislava Start: July 2017 Duration: 5 months minimum Working language: English and Spanish

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ agreement by their education institution covering the whole internship period.

#### Company description:

The company is actively engaged in the research and development of technology. The company is active in: design and integration of special monitoring and management software; design and implementation of LonWorks networks, construction of infrastructure for intelligent buildings (mainly lighting control); development and manufacture of electronic equipment and other special equipment with microprocessor-based control or FPGA programming

#### Internship description:

The trainee will be responsible for agenda focused on setting up the collaboration with Spain companies. He or she will be mainly using e-marketing tools and tools of the direct marketing.

#### **Qualifications:**

- Spanish native speaker
- English on communication level
- Skills in marketing
- Basic knowledge of ICT
- Good communication skills
- Independence

#### Knowledge, skills and competence to be acquired:

- The trainee will deepen the knowledge in:
- Communication and marketing
- Field of automation, telemetry and high end solutions
- Knowledge about R&D processes inside the company

#### Benefits:

- Young colleagues in the office
- Company leisure activities (2-3 times / year)
- Lunches included during working days
- Accommodation provided
- Standard support by our team, for details check our website www.placementslovakia.com

#### Interested candidates please apply by submitting an online application form at

www.placementslovakia.com and state the name and number of this position into the relevant field in the application.





## **Finance Assistant**

(Erasmus+ Internship in Finance)

Location: Bratislava Start: October 2017 Duration: 5 months minimum Working language: English

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ agreement by their education institution covering the whole internship period.

#### **Company description:**

This position is for a Slovak branch of a world-known company providing services in audit, tax and legal issues. The Bratislava branch has more than 3000 clients among all industry fields. With more than 300 employees belongs to one of the most seeking employers.

#### Internship description:

The intern will become an administrative support in various types of activities such as establishment of account management plans, research, marketing of material publications, analysis of monthly financial performance, management in new business initiatives, document revision, project participation, work with excel, etc.

#### **Qualifications:**

- English native speaker
- Accounting and financial analytical knowledge
- International advisory environment
- Business development activities
- Project management skills

#### Knowledge, skills and competence to be acquired:

The intern will develop his skills and analytical thinking in finances due to many field related to tasks stated above. Reference from this company will definitely enrich interns CV.

#### **Benefits:**

- Accommodation provided
- Meal vouchers
- Standard support by our team, for details check our website www.placementslovakia.com

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### Sales and Marketing Assistant: Germans Language Applicants Welcome

### (Erasmus+ Internship in Sales)

Location: Bratislava, Slovakia Start: July 2017 Duration: 5 months minimum Working language: English and German

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement by their education institution covering the whole internship period.

#### Company profile:

This opportunity would be for Slovak branch of an international company which specializes in international and domestic relocations and removals of personal property.

The company was founded with the sole aim of fulfilling the requirements of the most demanding clients in removal services.

The portfolio of clients includes international companies, diplomats from various countries and individual people who have decided to move.

#### **Position description:**

The trainee will be responsible for acquisition of a new potential customers within DACH countries (Germany, Austria and Switzerland) and South Korea.

Also, the trainee will be assisting in a preparation of quotations for an international moving of personnel effects and household goods.

#### **Qualifications:**

- Active interest in sales and marketing
- Good level of English language
- Good level of German language

#### Knowledge and skills the trainee can learn during the internship:

The trainee will get acquainted with the relocation and logistics industry. The knowledge how to calculate volume of the removal, how to prepare a quotation for truck, air and sea

transportations will be obtained as well.

#### **Benefits:**

- Free accommodation provided
- Pleasant working atmosphere
- Standard support by our team. For more information check our website www.placementslovakia.com

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## **Business Support Coordinator**

(Erasmus+ internship in Business Administration)

Location: Bratislava, Slovakia Start: July 2017 Duration: 5 months minimum Working language: English

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement by their education institution covering the whole internship period.

#### Company profile:

This internship would be for a company which is an online yacht search offering more than 1700 yachts in 60+ destinations worldwide, the best prices and verified content.

The company provided an opportunity to work with the team of committed people having one common goal in mind - satisfied customer.

#### **Position description:**

The trainee will be the first point of contact for Charters and Customers. For charters he/she will work on its content and pricing improvement, run the quality checks of existing boats and work of freelancers. For Customers the trainee will provide support during reservation process and help with other inquires.

#### **Qualifications:**

- Very good communication skills,
- working independently,
- well organised and learning fast,
- German, Hungarian and Polish language is a big benefit.

#### Knowledge and skills the trainee can learn during the internship:

- Communication skills in VIP customer service and partner conversation,
- Sails skills soft sails,
- Strategic planning and managing small groups of people,
- Get inside in online business, contribute and create something totally new,
- Trainee will learn how to prioritise and get the business focus,
- Learn how to work in the team and how to apply common sense,
- Learn influencing skills as part of communication per impact.

#### **Benefits:**

- Business trips are possible,
- Young and motivated team,
- Freaky Fridays every month where the team spends great time together,
- Free accommodation provided,
- Standard support by our team. For more information check our website www.placementslovakia.com

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## Marketing Communication Manager

(Erasmus+ Internship in Marketing)

Location: Pezinok Start: July 2017 Duration: 5 months minimum Working language: English

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ agreement by their education institution covering the whole internship period.

#### **Company description:**

Regional business club that provides a space where entrepreneurs, managers, and other notable personalities meet together to support each other's personal development and business interests. Nowadays, the club is finishing a new centre for young entrepreneurs and its start-up projects that will open in September 2016.

#### Internship description:

The trainee will be responsible for marketing and promo of newly opened business "coworking" center in Pezinok, that supports new and start up projects. He or She will be managing external communication, social media, produce e-newsletter.

#### **Qualifications:**

- Strong interpersonal and communication skills
- Organizational and planning skills
- Ability to work well in a team
- Willingness to learn new things
- English speaking, writing

#### Knowledge, skills and competence to be acquired:

The intern will obtain new skills in organizing and coordinating projects, and also valuable managing experience. He or She will get a practise in communication and in a work within a team.

#### **Benefits:**

- Attractive working environment
- Accommodation provided
- Standard support by our team, for details check our website www.placementslovakia.com

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## **Invoicing Specialist**

(Erasmus+ internship in Economics)

Location: Bratislava Start: July 2017 Duration: 6 months minimum Working language: English, German as an advantage

This internship is a part of the Placement Slovakia program. All applying candidates have to be confirmed to receive an Erasmus+ learning agreement by their education institution covering the whole internship period.

#### Company description:

A young international company focused on delivering high-quality services in the field of data processing specialized in accounts payable and receivable.

#### Internship tasks description:

- Invoice processing in a modern online tool, which will be taught to use by German and Slovak colleagues
- Creating and background checking new supplies, banks, bank codes and goods in the system
- Completing missing invoice data and invoice checking
- Troubleshooting with German colleagues
- Routine company administration
- Proactive problem solving

#### **Qualifications:**

- Education in economical field
- Willingness to learn, to gain experiences and to overcome challenges
- Previous experience in invoicing, accounting and with customer communication are advantageous
- English language on communicative level, German is an advantage
- Any other foreign language even on basic level is also an advantage (French, Italian, Slovene, Polish, Hungarian, etc.)
- Strong focus on detail and written text
- Responsible and creative approach

#### Knowledge, skills and competence to be acquired:

- Invoice processing
- Business development
- Customer care and creating added value for customers
- Take part on building the company and its processes
- Gain experience from international projects
- Knowledge of foreign languages improvement

#### **Benefits:**

- Flexible working hours
- Possibility of full-time job after a successful completion of internship
- Accommodation provided
- Standard support by our team (for more details check www.placementslovakia.com)

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