

# Erasmus+ Traineeships in the Western Balkan Region

## Internship Offers from Receiving Institutions

### Kosovo

A collection of host institutions from the public and private sector for Erasmus+ traineeships in the Western Balkan Region

**DAAD**

Deutscher Akademischer Austauschdienst  
German Academic Exchange Service



Under the Erasmus+ KA107 call 2018 it is for the first time possible to fund traineeships between programme and partner countries (2-12 months duration).

Acquiring new skills in a professional working context adds considerable value to today's Higher Education studies. The Western Balkans is a highly dynamic region and offers interesting opportunities to acquire first professional experiences. However, finding the appropriate organisation for a placement abroad can be challenging for HEIs and even more so for students. To motivate students for a traineeship, the National Agency for higher education in Germany decided to organise a fact-finding mission to Podgorica, Belgrade, Tirana and Pristina in June 2018, where German higher education institutions met potential hosts for traineeships<sup>1</sup>.

This activity has been successful, leading to a number of potential host institutions in the Western Balkans who are strongly interested in receiving Erasmus+ students from programme countries for traineeships or placements. The present collection of these private and public organizations covers a broad range of activities and subjects.

Use this source of information to find placements for students from different degrees. You are welcome to get in touch with potential host institutions directly. Please note that we cannot take responsibility for the content of the following documents since we are not the authors.

<sup>1</sup>This activity was financed by the Federal Ministry of Education and Science of Germany.

## Erasmus+ Traineeships between Germany and the Western Balkans

### Internship Offer: Organisational Fact Sheet

<u>Organisation/Company</u>	
<b>Name</b>	University of Prishtina “Hasan Prishtina”, IRO
<b>Type of Organisation/Company</b>	Education
<b>Brief description of the Organisation/Company</b>	University of Prishtina is biggest, largest and oldest University in Kosovo which consists with 13 Academic Units and 14 Administrative Units. At University of Prishtina momentarily are enrolled 42,000 students, also there are employed 300 administrative and 900 academic staff in level of University. University of Prishtina offers 144 study programmes in different study fields and three levels of studies, Bachelor, Master and PhD studies starting from Arts, Education, Social, Natural, Medicine, Agriculture, Law and Economics.
<b>Address</b>	Rr. George Bush, p.n. 10000 Prishtinë, Kosovo
<b>Website</b>	<a href="http://www.uni-pr.edu">www.uni-pr.edu</a>

<u>Contact Person</u>			
<b>Name of Contact Person</b>	Mr. Besnik Loxha		
<b>Department/Position</b>	Academic Development Office, Director		
<b>Telephone</b>	+377 44 118242	<b>Email</b>	<a href="mailto:Besnik.loxha@uni-pr.edu">Besnik.loxha@uni-pr.edu</a>

<u>Traineeship requirements: Who are you looking for?</u>	
<b>Subject area of trainees</b>	Educating, IT, Business Administration and Marketing, and Communication.
<b>Required skills of trainees</b>	<i>Computer skills, communication, ability to work in group.</i>
<b>Required language skills of trainees</b>	<i>English</i>
<b>Possible tasks of trainees</b>	Trainees will be divided in groups to work in specific projects related to Quality Improvement, Organizational Structure, Curriculum Development Processes, and Communication Strategies, etc.

<u>Additional Information</u>	
<b>How should trainees apply?</b>	<a href="mailto:lumnije.bajrami@uni-pr.edu">lumnije.bajrami@uni-pr.edu</a> , <a href="mailto:besnik.loxha@uni-pr.edu">besnik.loxha@uni-pr.edu</a> , CV, letter of motivation and Transcript of Records
<b>Optional comments (e.g. duration, salary, accommodation)</b>	<i>Duration on internships : 3 months</i> <i>Accommodation: Student Centre in Pristina – dorms</i> <a href="http://qs.rks-gov.net/">http://qs.rks-gov.net/</a>

## Erasmus+ Traineeships between Germany and the Western Balkans

### Internship Offer: Organisational Fact Sheet

<u>Organisation/Company</u>	
<b>Name</b>	<b>Adaptivit</b>
<b>Type of Organisation/Company</b>	Private Company
<b>Brief description of the Organisation/Company</b>	Adaptivit IT Engineering is experienced software development company, providing professional services based on CMMI processes using effective Agile methodology.  Adaptivit welcomes anyone with an open mind and an open heart to contribute through open innovation and digital transformation to create products and platforms for the digital workplace.
<b>Address</b>	Nazim Gafurri 33
<b>Website</b>	<a href="http://www.adaptivit.de">www.adaptivit.de</a>

<u>Contact Person</u>			
<b>Name of Contact Person</b>	Mentor Sahiti		
<b>Department/Position</b>	CEO		
<b>Telephone</b>	+383 44 42 40 70	<b>Email</b>	<a href="mailto:mentor.sahiti@adaptiv-it.com">mentor.sahiti@adaptiv-it.com</a>

<u>Traineeship requirements: Who are you looking for?</u>	
<b>Subject area of trainees</b>	Computer Science, Business Informatics (Wirtschaftsinformatik), Information Security, Economics (BWL, VWL), Marketing, Media Informatics, New Media, Social Media, Project Management
<b>Required skills of trainees</b>	<i>For Software Engineering: solid programming skills (any language), solid knowledge of algorithms and data structures, nice to have: design patterns, scrum, UI/UX, SOA or micro services</i> <i>For Business Informatics: process knowledge</i> <i>For Economics/Marketing/Sales: general economics and market knowledge</i> <i>For New Media / Social Media: social platforms economics, any graphics and multimedia tools, content creation</i>
<b>Required language skills of trainees</b>	<i>Any from German, English, Albanian, Croatian</i>
<b>Possible tasks of trainees</b>	Software Development, Project Management trainee, Customer Services, Marketing, Sales Management....

<b><u>Additional Information</u></b>	
<b>How should trainees apply?</b>	hr@adaptiv-it.com <i>CV, letter of motivation</i>
<b>Optional comments (e.g. duration, salary, accommodation)</b>	-

## Erasmus+ Traineeships between Germany and the Western Balkans

### Internship Offer: Organisational Fact Sheet

<u>Organisation/Company</u>	
<b>Name</b>	<b>Diakonie Kosova/ Diakonie Training Center</b>
<b>Type of Organisation/Company</b>	Non Governmental Organization
<b>Brief description of the Organisation/Company</b>	Diakonie Kosova/ Diakonie Training Center is located in south Mitrovica in Kosovo since 2000. Diakos/DTC has a multiethnic team. Diakos/DTC works in different social areas like youth work, farming with people with disabilities, childcare, psycho-social treatments and trainings in different handcraft fields.
<b>Address</b>	info@diakoniekosova.org
<b>Website</b>	www.diakoniekosova.org

<u>Contact Person</u>			
<b>Name of Contact Person</b>	Bernd Baumgarten		
<b>Department/Position</b>	Chairman		
<b>Telephone</b>	+383 28 535 620	<b>Email</b>	<a href="mailto:info@diakoniekosova.org">info@diakoniekosova.org</a>

<u>Traineeship requirements: Who are you looking for?</u>	
<b>Subject area of trainees</b>	Multiethnic Youth Center, Chicken- and Goat Farm, Kindergarten, Psycho Social Center, Diakonie Training Center (Vocational Training)
<b>Required skills of trainees</b>	<i>Social skills, craftsmanship in different areas ( electricity, water installation electrical installation, heating installation, dry construction), Youth worker, Web design, psychological experience etc.</i>
<b>Required language skills of trainees</b>	<i>English, German</i>
<b>Possible tasks of trainees</b>	depending on the field of work

<u>Additional Information</u>	
<b>How should trainees apply?</b>	<a href="mailto:info@diakoniekosova.org">info@diakoniekosova.org</a> CV with photo, letter of motivation

## Erasmus+ Traineeships between Germany and the Western Balkans

### Internship Offer: Organisational Fact Sheet

<u>Organisation/Company</u>	
<b>Name</b>	<b>Forum Ziviler Friedensdienst (forumZFD)</b>
<b>Type of Organisation/Company</b>	Non-governmental organization (NGO)
<b>Brief description of the Organisation/Company</b>	<p>forumZFD is a German organization established in 1996, with the head office in Cologne.</p> <p>In Kosovo, forumZFD is registered as an NGO and has an office since year 2000 and is active (has implemented projects) in the field of peacebuilding. Since 2013, forumZFD Kosovo is part of the western Balkans program (BiH, Serbia, Macedonia and Kosovo). The main focus (thematic fields) in this program are Dealing with the Past and Peace Education. With this program, forumZFD aims to contribute to responsible, peaceful approaches to dealing with the past on individual, societal and political level. Our approach to peacebuilding offers a space to learn from the past and work towards a better future. In that sense, Dealing with the Past and Peace Education are not considered as projects, but processes which need to be embraced not only by the civil society but also governmental institutions and other stakeholders, in order to consciously work towards ensuring a sustainable peace.</p> <p>There are variety of projects / activities being implemented in close cooperation with local partners, such as: University of Prishtina, media, NGO Integra, Kosovo Education Center, the Ministry of Education, Science and Technology, etc. Furthermore, several projects / activities have also the regional (western Balkans) dimension.</p>
<b>Address</b>	Sejdi Kryeziu 16, 10000 Prishtina – Kosovo
<b>Website</b>	<a href="http://forumzfd.de/en">http://forumzfd.de/en</a> ; <a href="https://westernbalkans.forumzfd.org/">https://westernbalkans.forumzfd.org/</a> ; <a href="http://www.dwp-balkan.org/en/">http://www.dwp-balkan.org/en/</a> ; <a href="https://www.facebook.com/forumZFDKosovo/">https://www.facebook.com/forumZFDKosovo/</a>

<u>Contact Person</u>			
<b>Name of Contact Person</b>	Nehari Sharri		
<b>Department/Position</b>	Kosovo Programme Manager		
<b>Telephone</b>	+383 38 749 065	<b>Email</b>	<a href="mailto:sharri@forumzfd.de">sharri@forumzfd.de</a>

<b>Traineeship requirements: Who are you looking for?</b>	
<b>Subject area of trainees</b>	Conflict Management, Education, Human Rights, Media and Information
<b>Required skills of trainees</b>	Familiarity with western Balkan's recent history and developments, possible experience (or studying/vocational training) in the field of peacebuilding, conflict transformation, dealing with the past, peace education, education pedagogy, social work, art or media would be useful.
<b>Required language skills of trainees</b>	English (knowledge of Albanian or Serbian would be an asset)
<b>Possible tasks of trainees</b>	Tasks of the trainees would depend from their skills/studies, interest as well as the length of the traineeship. In general, we can say that the participants would be included and supporting the planned activities (trainings, workshops, conferences, researches) on the country level and offer the possible support on the regional aspect. However, once there is an interested trainee then together with her/him we could concretize their tasks in order to maximize their contribution and involvement in the project activities.

<b>Additional Information</b>	
<b>How should trainees apply?</b>	The interested trainees should send a CV and a letter of motivation to <a href="mailto:sharri@forumzfd.de">sharri@forumzfd.de</a> . After reviewing the CV, we would have a Skype in order to clarify open questions (of both sides) and discuss possible tasks and dates (length) of the traineeship.
<b>Optional comments (e.g. duration, salary, accommodation)</b>	forumZFD Kosovo would prefer to have a longer traineeship. Unfortunately, we cannot provide any material compensation (salary) for the trainees as well as an accommodation, however, we can support the trainees in finding/renting an accommodation.  ForumZFD Kosovo offers a friendly working atmosphere and will give it's best to ensure adequate working conditions within its office premises in Prishtina. Participants will get a working desk, internet connection, sharing/use of office inventory. The regular working hours are 09:00 to 17:00, Monday to Friday.  NOTE: Before the traineeship is agreed, forumZFD Kosovo would have to consult/inform the head office in Cologne in order to make sure that the decisions are within the internal administrative regulations.



## Erasmus+ Traineeships between Germany and the Western Balkans

### Internship Offer: Organisational Fact Sheet

<u>Organisation/Company</u>	
<b>Name</b>	Loyola-Gymnasium
<b>Type of Organisation/Company</b>	Primary school with daycare, gymnasium with boarding facility, social integration center, music school
<b>Brief description of the Organisation/Company</b>	Local NGO running several private education institutions
<b>Address</b>	Rr. e Tranzitit Petrovë, 20000 Prizren, Kosovë
<b>Website</b>	<a href="http://www.alg-prizren.com">www.alg-prizren.com</a>

<u>Contact Person</u>			
<b>Name of Contact Person</b>	Dr. Axel Bödefeld SJ		
<b>Department/Position</b>	Executive director		
<b>Telephone</b>		<b>Email</b>	<a href="mailto:axel.boedefeld@alg-prizren.com">axel.boedefeld@alg-prizren.com</a>

<u>Traineeship requirements: Who are you looking for?</u>	
<b>Subject area of trainees</b>	Teaching, education, social pedagogics
<b>Required skills of trainees</b>	Basic pedagogical skills, integrative approach
<b>Required language skills of trainees</b>	English is necessary, Albanian is very welcome.
<b>Possible tasks of trainees</b>	Assistant teaching, pedagogical assistant in daycare, boarding or social center, hand-crafts-, music- or sports groups, supplementary classes

<u>Additional Information</u>	
<b>How should trainees apply?</b>	Via e-mail: <a href="mailto:axel.boedefeld@alg-prizren.com">axel.boedefeld@alg-prizren.com</a> CV, letter of motivation, registration confirmation from faculty
<b>Optional comments (e.g. duration, salary, accommodation)</b>	We can offer food and accommodation but no salary. Period of stay should at least be three months. Living standards and culture/customs in Western Balkans are different.

## Erasmus+ Traineeships between Germany and the Western Balkans

### Internship Offer: Organisational Fact Sheet

<u>Organisation/Company</u>	
<b>Name</b>	Viva Fresh
<b>Type of Organisation/Company</b>	Retail
<b>Brief description of the Organisation/Company</b>	We are a chain retail Company with more than 50 stores and 3000 employees around Kosovo. We are also active in Albania.
<b>Address</b>	10500 Suhodoll, Graçanicë
<b>Website</b>	vivafresh-rks.com

<u>Contact Person</u>			
<b>Name of Contact Person</b>	Berat Lahu		
<b>Department/Position</b>	HR Director		
<b>Telephone</b>	+38649998109	<b>Email</b>	<a href="mailto:berat.lahu@vivafresh-rks.com">berat.lahu@vivafresh-rks.com</a>

<u>Traineeship requirements: Who are you looking for?</u>	
<b>Subject area of trainees</b>	Category management, IT (Cloud computing, Big Data management), Logistic Center
<b>Required skills of trainees</b>	High knowledge and innovative. To be able to find solutions in new situations
<b>Required language skills of trainees</b>	<i>English, German, Croatian</i>
<b>Possible tasks of trainees</b>	Creating a successful network of trusted suppliers, creating frameworks for multiple applications, applying data to large scale distribution

<u>Additional Information</u>	
<b>How should trainees apply?</b>	Trainees can apply by sending their application (CV & Motivational letter) to <a href="mailto:human-resources@vivafresh-rks.com">human-resources@vivafresh-rks.com</a>  Note: Trainees must mention on the Subject that they're applying for Internship.
<b>Optional comments (e.g. duration, salary, accommodation)</b>	Duration: 1-3 months Salary: TBD (Depending on the trainee profile) Accommodation: TBD (Depending on the number of trainees)

## **Programmplanung & -organisation**

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