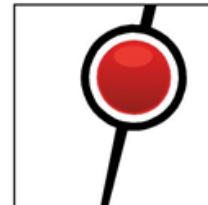


Erasmus Work Placement Offer

In Erasmus office of Istanbul Bilgi University



Dear Students,

Work placement program is a great way to impress employers and gives you an excellent experience about working life. Besides professional skills you would gain through this experience, you will also have advantages such as; mobility grant provided by your home institution, a meal card provided by BILGI and last but not the least ECTS credits which would be transferred to your home university. Below please find the description of duties and responsibilities of our proposal.

EMPLOYER INFORMATION	
Name of organization	Istanbul Bilgi University / Erasmus Office
Address	Erasmus Ofisi, ÇSM binası, Eski Silahtarağa Elektrik Santrali, Kazim Karabekir Cad. No: 2/13, 34060 Eyüp - İstanbul TURKEY
Contact Person	Mr Berat Sayginer, Exchange Programs Specialist Email: erasmus@bilgi.edu.tr Tel: +90 212 311 5218 Website: www.bilgi.edu.tr/en
Duration	Three positions are available for internship: between August 1- November 1, 2013* *Long term internship applications are welcome.
Language Requirements	English - Advanced
Working Hours	35 hours/per week
Job description	Helping with the application and admission procedures of international and BILGI students. Preparing e-mail groups and contact information sheets of international partner universities. Updating webpages of international office. Assisting the operation of events of international programs and summer schools.

If you are interested in Erasmus Work Placement program, please send your “CV” and your “possible internship dates” to erasmus@bilgi.edu.tr until July 30th, 2013

Best regards,

Erasmus Office
Istanbul Bilgi University