CGU Stella for Staff 2023

Professional Mobility Programme for Services Staff

PLACEMENT OFFER UDEP01

INFORMATION OF THE HOST UNIVERSITY	
Name of institution	University of Piura.
Address	Av. Ramon Mugica 131, Urb. San Eduardo, Piura, (Peru).
Telephone	+51 73 284500.
Web	www.udep.edu.pe.
Short description	The University of Piura was founded on April 29, 1969 in the city of Piura, located in northern Peru. UDEP is a private non-profit higher education institution and one of the top ten universities in Peru. It contributes to the academic, cultural and business life of the country. UDEP currently has 3 Campuses: Piura, Lima and the PAD-School of Management. We have more than 9,400 undergraduate students and more than 2,700 graduate students. UDEP has 7 Faculties and 21 academic programs: Business and Economics, Engineering, Law, Medicine, Humanities, Communication, Educational Sciences.
INFORMATION OF THE PLACEMENT OFFER	
Department	International Relations Office.
Description of activities	• Activities carried out by the International mobility department, in and out (exchange of experiences and best practices). • Elaboration of satisfaction surveys. • Improving the administrative process for outgoing students (preparation of templates for announcement of calls, creation of short testimonials videos and development of satisfaction surveys for students after the mobility). • Improving the dissemination and management of international mobility programs for international students.
Working languages	Spanish and English.
Working place	International mobility, UDEP Campus Piura.
Mobility period	To be agreed with the candidate.
Length	10 working days.
Daily working hours	7 hours.
Supplementary contribution	Lunch at the university canteen.
No. of offered placements	1.

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CURRICULAR PROFILE OF THE CANDIDATE	
Academic title	Degree.
Required experience	Being working in an International relations office as exchange programs manager (outgoing and incoming) more than 2 years.
Required skills	• To be communicative and interested in learning how things work at UDEP and share information about his/her home university. • Teamwork. • Communication skills. • B2 English level. • B2 Spanish level. • Microsoft office tools.