# CGU Stella for Staff 2023

*Professional Mobility Programme for Services Staff*

## PLACEMENT OFFER PTE05

| INFORMATION OF HOST UNIVERSITY | |
|---|---|
| Name of institution | University of Pécs. |
| Address | Address H-7622 Pécs Vasvári Pál street 4 (Hungary). |
| Telephone | +36308877710. |
| Web | https://international.pte.hu/. |
| Short description | The University of Pécs with its 22000 students, with more than 5000 international students, with 1400 lecturers and researchers, with its 10 faculties is one of the largest higher education institutions in Hungary and the centre of knowledge within the Transdanubian region. Its roots date back to 1367. |
| **INFORMATION OF PLACEMENT OFFER** | |
| Department | Medical School, Student Service Department, English Admissions and Student Service Office. |
| Description of activities | Monitoring the activities and admission procedures of the Office, job shadowing, identifying best practices. |
| Working languages | English. |
| Working place | English Admissions and Student Service Office 12 Szigeti Street, 7624 Pécs, Hungary, Main Building 1st floor. |
| Mobility period | Within the indicated period. 01 June - 31 August 2023. |
| Length | 7 working days. |
| Daily working hours | 4 hours per day. |
| No. of offered placements | 1. |
| **CURRICULAR PROFILE OF CANDIDATE** | |
| Academic title | Diploma. |
| Required experience | 1-2 years' experience in multicultural working environment, preferably with international students. Candidates with experience in international student services, and customer service are preferred. Candidates with experience in student admissions are preferred. |
| Required skills | Excellent communication skills in English, team worker, effective problem solving skills, tolerance, empathy, patience. |