CGU Stella Junior 2023

Mobility and training programme for students

PLACEMENT OFFER UBANS01J

INFORMATION ON THE HOST UNIVERSITY	
Name of the institution	University Business Academy in Novi Sad.
Address	Cvećarska 2, Novi Sad, Republic of Serbia.
Telephone	+38121531020.
Web	https://www.privrednaakademija.edu.rs/en.
Short description	University Business Academy in Novi Sad was the first privately owned university, which received official recognition and got accredited in the Autonomous Province of Vojvodina. The University was established in 2000. Our main goal has been to create new generations of professionals capable of applying the acquired knowledge and being able to independently solve complex problems and tasks, which Serbian economy and society is facing in the coming period.
INFORMATION ON THE PLACEMENT OFFER	
Department	Faculty of Law for Commerce and Judiciary in Novi Sad.
Description of the activities	• Supporting and shadowing International Relations Office. • Active collaboration in the organization of events. • Administrative tasks related to the implementation of the Erasmus KA131 and KA171 Projects, as well as the CBHE Project.
Working languages	English.
Working place	International Relations Office.
Mobility period	To be agreed with the candidate.
Length	15 calendar days.
Daily working hours	10:00 to 14:00.
No. of placements offered	3.
CURRICULAR PROFILE OF THE CANDIDATE	
Academic title	Diploma.
Required experience	No experience is required.
Required skills	• Knowledge of languages, especially English. • Social and communication skills. • Ability to work in a team.