

Internship Description

MUNER – Motorvehicle University of Emilia Romagna is looking for a committed and motivated intern with background in communication and administration to join its team. The intern will support the team in everyday tasks with focus on the launch of new projects.

Read the job description below and, if you are interested, **send your application by email to info@motorvehicleuniversity.com with the subject line "MUNER INTERNSHIP", attaching your CV and cover letter.**

Organization	MUNER – Motorvehicle University of Emilia-Romagna
Role	Communication and Administration officer
Starting date	As soon as possible
Duration	6 months +
Location	Bologna, Modena and online
Main objective	Provide support to the development and management of communication and administration activities.
Main activities	<ul style="list-style-type: none"> - Support the setup of Alumni Association. - Management of internal and external communication with students and alumni. - Organization of events. - Support administrative activities related to students and alumni.
Requirement	<ul style="list-style-type: none"> - Fluent written and spoken English. - Competent usage of Microsoft office package.
Compensation	€ 600 per month
Deadline	Sunday, 12 th of February 2024

MUNER

Motorvehicle University of Emilia-Romagna

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