

Placement Offer Form

IKY-STATE SCHOLARSHIPS FOUNDATION
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EMPLOYER INFORMATION	
Name of Organization	Mediterranean Agronomic Institute Of Chania
Address	Makedonias 1
Postal Code	73100
City	Chania
Country	Greece
Telephone	+30 28210 35000
Fax	+3028210 35001
e-mail	vicky@maich.gr
Website	www.maich.gr
Number of Employees	55
Year of Foundation	1986
Contact Person	Vicky Adonopoulou / Anastasia Konstandinidi
Department/Function	Library and Documentation Unit
Direct Telephone Number	+30 28210 35060
Direct Mobile	
Direct e-mail address	vicky@maich.gr ; anastasia@maich.gr
Short Description of the Company (Please attach profile of your company, max 1 page)	The Mediterranean Agronomic Institute of Chania (MAICH) is part of the International Centre for Advanced Mediterranean Agronomic Studies (CIHEAM), an intergovernmental organization aiming to promote the development of international co-operation by providing post-graduate education and to develop scientific cooperation between the Mediterranean, Balkan and other developing regions (www.maich.gr)



Education and Culture DG

Lifelong Learning Programme



HELLENIC DEMOCRACY
MINISTRY OF EDUCATION
LIFE LONG LEARNING AND RELIGIOUS
AFFAIRS

STATE SCHOLARSHIPS FOUNDATION
(I.K.Y.)
DIRECTORATE FOR SPECIAL PROGRAMMES
AND INTERNATIONAL SCHOLARSHIPS
UNIT FOR EUROPEAN UNION
PROGRAMMES

PLACEMENT INFORMATION	
Number of positions offered for student placement	1
In the Department/Function (where the position is offered)	Library
Description of activities the student will be involved in	Circulation of library materials ; Databases search ; Basic cataloguing ; Creation of digital archives ; Secretarial support.
Duration	3-6 months
Working Hours/Weekly Hours	7.30 daily
City	Chania
Help with finding Accommodation	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Financial Contribution	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other	
REQUIREMENTS	
Study Field	Library, information, archive ; Computer use
Oral and Written Language Skills	<input type="checkbox"/> Greek (level:) <input checked="" type="checkbox"/> English (level: B1) <input type="checkbox"/> French (level:) <input type="checkbox"/> German (level:) <input type="checkbox"/> Other (level:)
Computer Skills	<input checked="" type="checkbox"/> Yes
Drivers license	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other	

Should you have any questions, please do not hesitate to contact us.

Place: Chania, Date 08/07/2014

Signature _____

P.S. The more information you are able to give us on this form, the better we are able to match your offer to a student!

Please return this form by e-mail erasmus@iky.gr