

Caucasus International University Career Development Service is pleased to announce submission of documents for the position of an unpaid intern.

Main duties and responsibilities:

- Assisting Career Development Service;
- Organizational provision of current and planned researches and projects;
- Communicating with students, alumni and potential employers;
- Managing social media.

Main Qualification Requirements:

- Caucasus International University student;
- Good command of MS Office programs;
- Social media management experience (desired);
- Knowledge of a foreign language will be considered as an advantage.

Working hours: To be agreed

Number of vacancies: 1

Duration of the internship – 2 months – From May 1, 2019 to July 1, 2019.

Competition stages:

- Shortlisting candidates, evaluating CV and a cover letter;
- Interview.

If interested, send your CV and a cover letter to the following email: ciu_stajireba@ciu.edu.ge. Please, indicate: Career Development Service in the subject line of the email.

The deadline for submitting application documents is April 18, 2019, 18:00.

For further information concerning the activities of Career Development Service, please visit the following link: <http://career.ciu.edu.ge/>