



# Business / Administration / Project Management internship in Spain

ABROADS is a young Translator Agency based in Córdoba (Spain) specialized in sworn and technical translations.

The Agency's Project Manager role offers an opportunity for professional development, which in the past has been very satisfactory for interns, since the Project Manager is given a lot of responsibility and the opportunity to acquire and improve great skills during the internship.

## INTERN REQUERIMENTS

- **Languages:** Intermediate Spanish-speaking.
- **Education:** Modern Languages, Administration or Business.
- **Insurance:** The candidate should provide their own insurance or participate in Erasmus+ Traineeship program.

## INTERNSHIP DESCRIPTION

- **Duration:** From 6 to 12 months
- **Start date:** Unspecified, we are open to applications at any time
- **Timetable:** 30 hours per week. Six hours daily, from Monday to Friday, mornings or afternoons.
- **Holidays:** 2 days per month
- **Training:** During first month, the intern will receive training for their tasks
- **Salary:** None

The role of the candidate includes customer and vendor support, project management (creating new orders, assigning translations to translators, deadline control...).

## APPLY

If you are interested, please contact [gestion@abroads.eu](mailto:gestion@abroads.eu). We would appreciate if you could attach your CV and following this, we may then proceed to a skype interview and possibly short test.

## ABROADS SERVICES