

# Placement Offer Form

IKY-STATE SCHOLARSHIPS FOUNDATION

e-mail: [erasmus@iky.gr](mailto:erasmus@iky.gr)

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EMPLOYER INFORMATION	
Name of Organization	Mediterranean Agronomic Institute of Chania
Address	Makedonias 1
Postal Code	GR-73100
City	Chania
Country	Greece
Telephone	+30 28210 35000
Fax	+3028210 35001
e-mail	<a href="mailto:info@maich.gr">info@maich.gr</a>
Website	<a href="http://www.maich.gr">www.maich.gr</a>
Number of Employees	55
Year of Foundation	1984
Contact Person	Vicky Adonopoulou
Department/Function	Library and Documentation Unit Librarian
Direct Telephone Number	+30 28210 35060
Direct Mobile	N/A
Direct e-mail address	<a href="mailto:vicky@maich.gr">vicky@maich.gr</a>
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.



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 and Documentation Unit
Description of activities the student will be involved in	-Circulation of library materials -Databases search -Creation of digital archives -Secretarial support.
Duration	Min 3 to max 6 months - from October 2015
Working Hours/Weekly Hours	7,5 per day / 37,5 per week
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	- Please send a CV and a letter of motivation (in English) as e-mail attachment.
REQUIREMENTS	
Study Field	Library, information, archive ; Computer use
Oral and Written Language Skills	<input type="checkbox"/> Greek (level: not necessary) <input checked="" type="checkbox"/> English (level: B1) <input type="checkbox"/> French (level: not necessary) <input type="checkbox"/> German (level: not necessary) <input type="checkbox"/> Other (level: )
Computer Skills	Intermediate
Drivers license	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other	Responsible, organized, social skills.

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

Place: Chania, Date 3/9/2015


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](mailto:erasmus@iky.gr)



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 PROGRAMMES

## Table A - Fields of Education & Training

X	Description
	<b>General Programmes</b>
	<b>Basic/broad, general programmes</b>
	Basic/broad, general programmes
	<b>Literacy and numeracy</b>
	Literacy and numeracy
	<b>Personal skills</b>
	Personal skills
	<b>Education</b>
	<b>Teacher training and education science</b>
	Teacher training and education science (broad programmes)
	Teaching and training
	Education science
	Training for pre-school teachers
	Training for teachers at basic levels
	Training for teachers with subject specialisation
	Training for teachers of vocational subjects
	Teacher training and education science (others)
	<b>Humanities and Arts</b>
	<b>Arts</b>
	Arts (broad programmes)
	Fine arts
	Music and performing arts
	Audio-visual techniques and media production
	Design
	Craft skills
	Arts (others)
	<b>Humanities</b>
	Humanities (broad programmes)
	Religion
	Foreign languages
	Mother tongue
	History and archaeology
	Philosophy and ethics
	Humanities (others)
	<b>Social sciences, Business and Law</b>

	<b>Social and behavioural science</b>
	Social and behavioural science (broad programmes)
	Psychology
	Sociology and cultural studies
	Political science and civics
	Economics
	Social and behavioural science (others)
	<b>Journalism and information</b>
	Journalism and reporting
	Library, information, archive
	Journalism and information (others)
	<b>Business and administration</b>
	Business and administration (broad programmes)
	Wholesale and retail sales
	Marketing and advertising
	Finance, banking, insurance
	Accounting and taxation
	Management and administration
	Secretarial and office work
	Working life
	Business and administration (others)
	<b>Law</b>
	Law
	<b>Science, Mathematics and Computing</b>
	<b>Life science</b>
	Biology and biochemistry
	Environmental science
	Life science (others)
	<b>Physical science</b>
	Physical science (broad programmes)
	Physics
	Chemistry
	Earth science
	Physical science (others)
	<b>Mathematics and statistics</b>
	Mathematics
	Statistics
	Mathematics (others)
	<b>Computing</b>
	Computer science
	Computer use
	Computing (others)
	<b>Engineering, Manufacturing and Construction</b>
	<b>Engineering and engineering trades</b>
	Engineering and engineering trades (broad programmes)
	Mechanics and metal work
	Electricity and energy
	Electronics and automation
	Chemical and process
	Motor vehicles, ships and aircraft

	Engineering and engineering trades (others)
	<b>Manufacturing and processing</b>
	Manufacturing and processing (broad programmes)
	Food processing
	Textiles, clothes, footwear, leather
	Materials (wood, paper, plastic, glass)
	Mining and extraction
	Manufacturing and processing (other)
	<b>Architecture and building</b>
	Architecture and town planning
	Building and civil engineering
	Architecture and building (others)
	<b>Agriculture and Veterinary</b>
	<b>Agriculture, forestry and fishery</b>
	Agriculture, forestry and fishery (broad programmes)
	Crop and livestock production
	Horticulture
	Forestry
	Fisheries
	Agriculture, forestry and fishery (others)
	<b>Veterinary</b>
	Veterinary
	<b>Health and Welfare</b>
	<b>Health</b>
	Health (broad programmes)
	Medicine
	Nursing and caring
	Dental studies
	Medical diagnostic and treatment technology
	Therapy and rehabilitation
	Pharmacy
	Health (others)
	<b>Social services</b>
	Child care and youth services
	Social work and counselling
	Social services (others)
	<b>Services</b>
	<b>Personal services</b>
	Personal services (broad programmes)
	Hotel, restaurant and catering
	Travel, tourism and leisure
	Sports
	Domestic services
	Hair and beauty services
	Personal services (others)
	<b>Transport services</b>
	Transport services
	<b>Environmental protection</b>
	Environmental protection (broad programmes)
	Environmental protection technology
	Natural environments and wildlife

	Community sanitation services
	Environmental protection (others)
	<b>Security services</b>
	Security services (broad programmes)
	Protection of persons and property
	Occupational health and safety
	Military and defence
	Security services (others)
	<b>Other (please list)</b>