



## WORK OFFER

Ref. No. CZ-2020-010004

---

### Employer Information

**Employer:** Bee Interactive s.r.o.  
Cimicka 819/86a  
  
18200, Praha  
Czech Republic

**Website:**  
Location of placement: Prague  
Nearest airport: Prague  
Working hours per week: 40.0  
Working hours per day: 8.0

**Number of employees:** 6

**Business or products:** software development and services

---

### Student Required

**General Discipline:** 11-COMPUTER AND INFORMATION SCIENCES  
45-ECONOMICS AND SOCIAL SCIENCES  
52-BUSINESS, MANAGEMENT, AND MARKETING

**Completed years of study:** 2

**Field of Study:** 52.0203-Logistics, Materials, and Supply Chain  
Management.  
52.0208-E-Commerce/Electronic Commerce.  
52.1401-Marketing/Marketing Management, General.  
52.1403-International Marketing.

**Student status requirements:** when nominated

**Language required:** Portuguese Excellent And  
English Good

**Required Knowledge and Experiences:**

Additional experience in computer science and information technology is a great advantage as our product is built on those.

**Other requirements:**

Good English and in addition excellent Portuguese language skills

---

### Work Offered

Would you like to help us optimize logistics in your country? We already do help companies all around the world with our application EasyCargo. This load planning optimization application is available online, right in the web browser. Logistics and manufacturing companies across all industries use it every day. You would be responsible for developing business in your country. How will you do it? - By contacting all the user that have already registered for EasyCargo trial period in your country, by phone or email to get their feedback on the app. - Explaining to potential customers how to use EasyCargo to solve their load planning requirements. - With your know-how about your country and culture, you will find out which institutions, organizations or media to contact to educate companies about the EasyCargo application. - Optimizing online campaigns and finding other suitable ways of promoting the app in your country. As a start-up company, everything we do we learn from experience and smart choices. We do expect quite the same from you. Your creative attitude and internal desire to help us with mentioned goals are the keys to be the productive member of our team. We do offer you a nice and friendly environment and all the support to manage the specified challenges. Co-operation for a long-term is possible, even after your return to your home country.

**Number of weeks offered:** 12 - 24

**Working environment:** Office work

**Within the months:** 01-APR-2020 - 31-DEC-2020

**Gross pay:** 17000 CZK / Month

**Or within:** -

**Deduction to be expected:** 0

**Company closed within:** -

**Payment method / time of first / payment:**

**Latest possible start date:**

---

### Accommodation

**Canteen at work:** Yes

**Expected type of accommodation:** Student dormitory

**Estimated cost of lodging:** 6000 CZK / Month

**Accommodation will be arranged by:** IAESTE

**Estimated cost of living incl. lodging:** 12500 CZK / Month

---

### Additional Information

Please follow the instructions for preparing nomination documents and the visa process in the attached document.

---

### Nomination Information

**Deadline for nomination:** 15-MAR-2020

**Date:** 31-JAN-2020

**On behalf of receiving country:** Milan Solik



IAESTE

Czech Republic

## Nomination guide for applications to the Czech Republic

Dear student,

*the purpose of this document is to provide guidance for the preparation of your nomination documents for the internship in the Czech Republic. Please follow the steps listed below, before sending your nomination to us.*

### Structure of nomination documents

All documents must be in **English**.

The final nomination document needs to have sections listed below, please keep the order of individual sections as listed. Before sending your nomination please check if all the pages have the same size.

1. *Work offer*
  - i. The original document that is available on Exchange Platform
2. *Student nomination*
  - i. Use the digital version of the document and not one that is filled out by hand
  - ii. Make sure the dates and duration you selected to fit into those specified in the work offer
3. *Motivation letter\**
  - i. Focus on the work-related information
  - ii. At most 1 page
4. *CV\**
  - i. Use a structured form of CV
  - ii. At most 2 pages
5. *Transcript of records*
  - i. The document must be in English, verified by your university (stamp and signature needed)
  - ii. Grade scale must be included
6. *Language certificate*
  - i. Do not upload certificates older than 2 years
  - ii. Upload certificates for all languages required by work offer
7. *Confirmation of enrollment*
  - i. Work offer may require this document to be valid throughout the whole period of internship
  - ii. The document must be in English, verified by your university (stamp and signature needed)
8. *Recommendation letter \*(only if required by the employer)*
9. *Scan of valid passport/ID*
  - i. Page with the travel documents should be placed on a page with size as the rest of documents
  - ii. The travel document should be placed in the upper left corner
10. *Passport-sized photo*
  - i. The Photo should be added in the same way as your travel documents
  - ii. Use a formal picture, no photos with friends or holiday pictures!

Any other relevant (!! ) documents should be added to the end of the nomination document.



IAESTE

Czech Republic

\*Beware the motivation letter and CV are the only documents written solely by you. Make sure these documents contain information relevant to the employer and check for any grammar mistakes.

**All documents should be combined into one PDF, sent using the Exchange Platform. Documents sent using other ways of delivery will not be considered as proper nomination documents and will not be processed in compliance with General Data Protection Regulations (GDPR).**

## Visa process

*Listed below you will find government websites dedicated to the visa process. Keep in mind that this process usually takes a quite long time, apply for your visa as soon as possible. Thanks to accreditation by MEYS, you can apply for a student visa. Upon acceptance by the employer, we will support your claim for a student visa with an invitation letter and confirmation of accommodation.*

- ❖ Visa is not required for citizens of the EEA (EU, Switzerland, Liechtenstein, Iceland, Norway)
- ❖ Short-term Schengen visa (up to 90 days)
  - Countries with a visa exception
  - Countries with a visa obligation
- ❖ Long term visas (over 90 days) are obligatory for all countries except for EEA countries.