IAESTE TUNISIA

WORK OFFER

Ref. No. TN-2023-8086-MG

Employer Information

Employer: Odyss Low Voices Act

13 Bis Avenue des Etats Unis, Belvédère

1002 Tunis
Tunisia

Website: www.o10.tn

Location of placement: Montplaisir
Nearest airport: Tunis Carthage
Working hours per week: 40.0
Working hours per day: 8.0

Number of employees: 6
Business or products: Communication

Student Required

General Discipline: BUSINESS, MANAGEMENT, AND MARKETING

Field of Study: Business Administration and Management, General.; Customer Service Management.

Completed years of study: 2

Student status requirements: No

Language required: English Good (B1, B2)

Required Qualifications and Skills:

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Other requirements:

Work Offered

Odyss Low Voices Act is a communication firm that specializes in consulting, digital marketing, PR, and printing services.

During the internship the trainee will get to do the following tasks:
-Analyse customers' requests (quality requirements, technical properties of the product, etc.)
-Establish and distribute specifications to customers and suppliers to guarantee the feasibility and technical quality of the proposed solutions.
-Design the project (methods, management tools, processes, etc.)
-Define the operating rules allowing the execution of the work in the best conditions (time, safety, and cost).
-Evaluate and optimise the time and resources required to carry out the various stages of the project.
-Organise and lead meetings with the actors involved in the project (Quality, Product Manager/Marketing Manager, Production, etc.)
-Make choices and allocate resources according to the various constraints (technical, economic, and legal)
-Monitor and control the progress of the project, the execution of the schedule, and compliance with the budget.
-Analyse the results obtained and adjust any discrepancies (between forecasts and implementation) that may exist by taking corrective action.
-Train staff on new projects and ensure final reporting of the work.
-Manage a team of project managers.

Number of weeks offered: 8 - 12

Within the months: 01-JUN-2023 - 31-AUG-2023

Or within: -

Company closed within: -

Latest possible start date: 05-JUN-2023

Working environment: Office work

Gross pay: 500 TND / Month

Deduction to be expected: 0

Payment method / time of first payment: Cash / End of the month

Accomodation

Canteen at work: No

Expected type of accommodation: Apartment

Accommodation will be arranged by: IAESTE

Estimated cost of lodging: 150 TND / Month

Estimated cost of living incl. lodging: 460 TND / Month

Additional Information

Nomination Information

Deadline for nomination: 31-MAR-2023

Date: 24-JAN-2023

On behalf of receiving country: IAESTE Tunisia