



## 5-Month Internship in Jakarta, Indonesia

EIBN, the EU-Indonesia Business Network, is currently looking for a talented and enthusiastic intern to join our team in Jakarta for a 5-month internship starting August 2018 or earlier if need be. The internship is compensated and depending on the suitability and the possibility of employment, the internship may be extended for a maximum of six months. For more details about us, please visit our website at [www.eibn.org](http://www.eibn.org)

The intern will report to the project manager and will be responsible for office services including:

- ✓ supporting the EIBN project in managing all social media accounts, researching, writing and managing market studies, sector reports and other publications such as EIBN's Business Guide.
- ✓ supporting the business development team in its daily activities including business support services, trade fair participations and other events

### You have:

- any European citizenship
- very good English skills (oral & written fluency)
- proficiency of an additional European language is an asset
- strong communication and interpersonal skills
- strong organisational skills and attention to detail



- proactive mind-set
- client and service oriented
- open and outgoing personality
- a passion for, and knowledge of, the EU and its processes and policies
- a desire to develop personal networks in Jakarta

### **What we offer:**

- The opportunity to work on areas that may include competition, trade, international relations, and financial services
- Challenging, high-profile work in a stimulating and entrepreneurial environment

The job will be full time, with hours to be worked between 8.00 am and 4.30 pm Monday to Friday.

If you are interested in this internship, please send your CV & motivation letter in English [info@eibn.org](mailto:info@eibn.org) ,please specify your last name, first name and position in the email subject. (ex. Musterman-Max Internship Jakarta ) or call **+6221 315 4685** for further information.

Applications close on **15 July 2018**

**EIBN – BECAUSE WE KNOW THE MARKET**