Placement Offer Form

Finabel

INFORMATION FOR HOST ORGANIZATION	
Name of organization	Finabel
Address	Quartier Reine Elisabeth Rue d'Evere, n°1
Postal Code	1140
City	Brussels
Country	BELGIUM
Telephone	+32 483 71 21 93
Fax	
E-mail	academia@finabel.org
Website	http://www.finabel.org/
Size of enterprise [Number of employees: small ≤ 50, medium 51-250, large > 250]	small ≤ 50
Year of foundation	1953
Short Description of the Company	Finabel is the EU Army Interoperability center comprised of 22 Member states of the European Union to promote interoperability between its Members.
Other	

CONTACT PERSON DETAILS	
Name	Mr Mario Blokken

Department / Function	Head of Permanent Secretariat
Direct telephone number	+32 0244117939
Direct mobile	+ 32 483 712 193
Direct e-mail address	mario.blokken@finabel.org

PLACEMENT INFORMATION

Host Department / Function	Intern at Permanent Secretariat
Description of activities	ADMINISTRATIVE TASKS, such as gathering information related to Finabel's activities; ● RESEARCH within a small multicultural team on Finabel's topics and European defense in order to write and publish Food for Thought/papers; ● DEVELOP an individual research paper, to be handed in at the end of the traineeship. ● TAKE PART in Finabel conferences abroad, as well as with other Member States
Duration	The internship should last at least two months, but the duration as well as the schedule are very flexible.
Working hours / Weekly working hours	40 working hours
City	Brussels
Help with finding accommodation	Yes ☐ No ☑
Financial contribution	Yes ☐ No ☑
Other	The internship is UNPAID unless the student applies to an Erasmus Placement Scholarship through the University.

REQIUREMENTS

Oral and written language skills	The student must have a good knowledge of English preferable B2
Field of study required	- INTERNATIONAL RELATIONS - EUROPEAN STUDIES - INFORMATIC/COMPUTER SCIENCE RELATED TO CYBER SECURITY - MARKETING & COMMUNICATION - SOCIAL SCIENCES - POLITICAL SCIENCE
Computer skills	Basic microsoft office proficiency needed
Other	