



Lifelong Learning Programme



Nationalagentur  
Lebenslanges Lernen  
National Agency for  
Lifelong Learning

## ERASMUS STUDENT PLACEMENT OFFER

(Erasmus-Praktikumsangebot für Studierende)

Please fill in all fields in English.

Bitte füllen Sie alle Felder in Englisch aus.

<b>EMPLOYER INFORMATION</b> (Information Organisation/Unternehmen)	
<b>NAME OF ORGANISATION/ ENTERPRISE</b> (Name der Organisation/ des Unternehmen)	UNIVERSITY OF TEACHER EDUCATION VIENNA
<b>ADDRESS</b> (Adresse)	GRENZACKERSTRASSE 18.
<b>POSTAL CODE</b> (PLZ)	1100
<b>CITY</b> (Stadt)	VIENNA
<b>COUNTRY</b> (Land)	AUSTRIA
<b>TELEPHONE</b> (Telefon)	0043 1 60118 3860
<b>FAX</b>	0043 1 60118 3864
<b>E-MAIL</b>	international@phwien.ac.at
<b>WEBSITE</b>	<a href="http://www.phwien.ac.at">www.phwien.ac.at</a>
<b>NUMBER OF EMPLOYEES</b> (Anzahl der Mitarbeiter/innen)	400
<b>SHORT DESCRIPTION OF ORGANISATION/ ENTERPRISE</b> (Kurzbeschreibung der Organisation/des Unternehmens)	INITIAL PRIMARY AND SECONDARY SCHOOLS TEACHER TRAINING VOCATIONAL SCHOOLS TEACHER TRAINING IN-SERVICE TEACHER TRAINING EDUCATIONAL RESEARCH FURTHER TEACHER TRAINING AND DEVELOPMENT



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OTHER (Sonstiges)	
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### CONTACT DETAILS (Kontaktinformation)

<b>CONTACT PERSON</b> (Kontaktperson)	Dr. THOMAS BAUER
<b>DEPARTMENT/FUNCTION</b> (Abteilung/Funktion)	INTERNATIONAL OFFICE/ HEAD OF OFFICE
<b>TELEPHONE</b> (Telefon)	0043 1 60118 3860
<b>FAX</b>	0043 1 60118 3864
<b>E-MAIL</b>	<a href="mailto:Thomas.bauer@phwien.ac.at">Thomas.bauer@phwien.ac.at</a>
<b>OTHER</b> (Sonstiges)	

### PLACEMENT INFORMATION (Informationen zum Praktikum)

<b>DEPARTMENT/FUNCTION</b> (Abteilung/Funktion)	INTERNATIONAL RELATIONS OFFICE
<b>DESCRIPTION OF ACTIVITIES</b> (Beschreibung der Tätigkeiten)	OFFICE WORK; ADMINISTRATION; CORRESPONDENCE
<b>DURATION</b> (Dauer)	UP TO 6 MONTHS
<b>WORKING HOURS PER WEEK – FULL TIME</b> (Arbeitszeit pro Woche - Vollzeit)	40 – FULL TIME
<b>CITY</b> (Stadt)	VIENNA
<b>ACCOMODATION</b> (Unterkunft)	<b>STUDENT RESIDENCE PROVIDED BY THE UNIVERSITY (PH WIEN)</b>



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<b>HELP WITH FINDING ACCOMODATION</b> (Hilfe bei der Suche einer Unterkunft)	WILL BE TAKEN CARE OF BY PH WIEN
<b>PAYMENT OR OTHER BENEFITS</b> (Bezahlung oder andere Vergütungen)	NONE / SEE ABOVE
<b>OTHER</b> (Sonstiges)	APPLICANT WILL BE LINKED TO THE ERASMUS STUDENTS AND MAY TAKE PART ON EXCURSIONS FOR FREE

## REQUIREMENTS (Anforderungen)

<b>ORAL AND WRITTEN LANGUAGE SKILLS</b> (Sprachkenntnisse – mündlich und schriftlich)	<b>GERMAN – B2 OR HIGHER</b>  ENGLISH – B1 OR HIGHER
<b>COMPUTER SKILLS</b> (PC-Kenntnisse)	MS OFFICE, DATA BASES
<b>DRIVING LICENSE</b> (Führerschein)	NOT APPLICABLE
<b>OTHER</b> (Sonstiges)	<b>EU OR ENLARGEMENT COUNTRY CITIZENSHIP</b>

## OTHER (Sonstiges)

<b>DOCUMENTS TO BE SUBMITTED</b> (Zu übermittelnde Dokumente)	CV, CERTIFICATE OF LANGUAGE LEVEL SKILLS FOR GERMAN AND ENGLISH, PASSPORT PHOTOCOPY
<b>APPLICATION DEADLINE</b> (Bewerbungsfrist)	<b>1st MAY for WINTER TERMS</b>  <b>1st NOVEMBER for SUMMER TERMS</b>