

ERASMUS STUDENT WORK PLACEMENT IN THE CZECH REPUBLIC

EMPLOYER INFORMATION	
Name of organization	Eye Clinic Liberec, Czech Republic
Address incl. post code	Dr. M. Horákové 49/137; Liberec 6 - Rochlice; 460 06 - Czech Republic
Telephone	+420 721 517 327
E-mail	simonap.cz@gmail.com
Website	http://www.ocni-klinika-liberec.cz
Number of employees	6 permanent + external + two subsidiary companies (6)
Short description of the company	Eye Clinic Liberec is a private organization in the northern corner of the Czech Republic offering wide range of services from eye examination, diagnosis to surgeries. As a young enterprise, founded in June, 2010, we would like to become a leader in patient eye care in the region.
Other	

CONTACT DETAILS	
Contact person for this placement	Simona Polláková
Department and designation / job title	Assistant to the director
Direct telephone number	- not available (only the office: +420 482 739 122)
E-mail address	simonap.cz@gmail.com

PLACEMENT INFORMATION

Department / Function	Online marketers above all Ophthalmologists (Eye Specialists Optometrists; Engineers (for ophthalmological machines)
Description of activities	We are seeking online marketing students above all! The intern would be responsible for managing social media (Facebook, Google+, etc.), Google Adwords and Analytics, conducting a lot of market research, helping us improve contact with the customer (customer survey, implementation of the chat, Mailchimp). S/he would be responsible for creating events / promotions that would help us strengthen / establish connections with current / new clients. S/he would attend meetings lead by the manager of the clinic and attended by the doctors. And more TBA according to the flow of the internship. We would like the internship to become beneficial for both parties and intend to task the candidate with challenging projects in order to help him profit from the internship as much as possible.
Location	Liberec (Czech Republic)
Duration	3-12 months (negotiable)
Working hours per week	40 hours per week
Accommodation	Local dorms of the Technical University Liberec
Details of financial and “in kind” support to be provided	We do not intend to provide the candidate with a salary.
Other	However, we are more than willing to help the candidate to settle - accommodation, incorporate him into our culture, help him find friends within the locals etc. (one of our employees is a fantastic musician and would love to take him/her see the local cultural scene)

COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS

Languages and level of competence required	Either English or German at an advanced level if not mother tongue (+ any mother tongue is fine). POLISH WOULD BE A GREAT ASSET!!
Computer skills and level of skills required	Microsoft Office; Prezi; Basic knowledge of WordPress is appreciated.
Drivers license	B (not necessary)
Other	

INFORMATION PROVIDED BY	
Name	Simona Polláková
Department / Function	Assistant to the director
E-mail address	simonap.cz@gmail.com
Phone number(s)	+420 721 517 327
Date	December, 15 th 2014