

INTERNSHIP OPPORTUNITY EVENTS AND PATRONAGE JULY 2018

The **Chambers of Commerce Abroad** are independent institutions which are valuable **bridgeheads of German business** seeking to access prime international markets. With more than **130 offices in 90 countries**, the international network of German Bi-national Chambers of Commerce covers approximately **99% of Germany's foreign trade**. At the same time, the Chamber of Commerce abroad also perform important tasks in the interest of the German government and they are also a membership organization with more than **45.000 member firms worldwide**.

How **YOU** will benefit

- Acquire know-how working "on the job" based on the multi-industry experience of DEinternational building business between Germany and Ireland
- Learn to work according to clearly defined processes and action plans
- Work in close co-operation with the clients throughout the projects
- Gain intercultural experience by working in a German-Irish team for German and Irish clients

Interns will have to fulfil the **following requirement:**

- Ideally degree or diploma level in a Tourism/Eventmanagement field
- Previous practical experience
- Strong organisational, time management and multi-tasking skills
- Self-starter with a professional appearance
- Proficient in Microsoft Office products including Outlook, Excel and Word
- Strong verbal and written communications skills in German and English language
- Can think outside the box to offer new ideas, concepts, solutions, etc.
- Must be a team player that works well in an adapting environment
- Exceptional people skills with an outgoing personality and keen networker

Description of tasks of the trainee in the Events and Patronage department

- Planning, organisation and controlling of some Chamber events e.g. Business Luncheons, Golf Outings, Networking Events, Oktoberfest
- Proposals from 3rd party Events and execution
- Assisting in acquisition of patrons and sponsors for events

Minimum duration of an internship is **6 months, starting in July 2018**. The trainee will receive a job reference upon completion of the placement.

If you are interested, please send your application to: events@german-irish.ie

