ICON INSTITUTE

AIESEC KOELN, GERMANY

Earliest Start Date 01.12.2012 **Latest End Date** 01.08.2013

Job Description

Department the intern will be working	IT-Department (EDV)
Job Description	Keeping hardware up to date Helping different colleagues with questions regarding softwareproblems
	Printermanagement Support in data base management
	Support experts abroad
Measurable results expected from the intern	Get an inside view of the IT-Department of an international organization by supporting them in most of their actions.
Preparation required from the intern before arrival	Good knowledge of every standart office program. Programming languages are a plus as well as knowledge working with Dreamweaver and Photoshop.
Details on the Working Conditions	Personal Workspace Computer Internet Access
Learning points that the intern might obtain during the internship	Organization of IT in an international company.
Additional information a potential candidate may require for the Internship	Mandatory internship preferred.

Work Information

Field of Work	Information Technology
Working Hours	From 9:00 To 18:00 With a total of 40 hours per week Saturday work None
Payment	Salary in US $890

Organisational Preferences

Minimum Duration	16 Weeks (Preferred)
Maximum Duration	26 Weeks (Preferred)
Degree	Undergraduate (Preferred)

Backgrounds

Information Technology   **Software Development and Programming(Required)**

Network Management & Data Transmission(Required)

Systems Analysis and Design(Preferred)

Database Management(Required)

Web Development and Management(Preferred)

Social Sciences   Development Studies(Preferred)

Skills

Computer   **PC User Skills(Required)**

Internet User Skills(Required)

Operating systems   **Windows Operating Systems(Required)**

MacOS(Preferred)

Languages

Excellent   **English(Required)**

Good   **German(Required)**