

EU Project Manager intern

Job Type: Full time

Industry: Science, Research and Development

Duration: 2 months - 1 year

Work Location: Chania, Greece or Tripoli, Greece

Job Overview

We are looking for a EU Project Manager intern to join our team. During your internship you will participate in project administration and support across the project life cycle.

You will be responsible for the following duties:

- Produce database reports. Some of them will be specialized in technology.
- Determine variable solutions to make recommendations.
- Communicate and build partnerships with other organizations.
- Effectively communicate with an international multi-functional team.

Skills needed to be successful in this role:

- Willingness to learn and work as part of the team with passion about the relevant field.
- Major or field of study related to internship (Computer Science, International Business, Economics, Engineering, or related field).
- Acquire a deep understanding of the technology field.
- Ability to work both individually and in a team.
- Excellent command of English (both written and spoken).
- Positive attitude, desire to learn, and works well in a collective environment.
- Good multitasking skills.
- Result driven and creative thinking.
- Outstanding communication skills.

As an asset:

- Prior work experience in relevant fields.
- Proficient in use of MS Office.

What we offer:

- Working in a creative, dynamic, and young environment
- Being a full member of the Organization
- Attending at status meetings with brainstorming ideas for content development
- Benefitting from our think tank
- Knowledge sharing with colleagues
- Own work schedule
- Participation at any event of the YEC
- Continuous internal trainings and workshops that will help you to develop further your skills
- Access in significant network

Even if you do not have all the above skills, but you have the **PASSION** and **WILLINGNESS** to learn, please fill the [application form](#).

Note that we review applications on a regular basis. Only complete applications will be reviewed.

It will be our pleasure to meet you!

About YEC:

The Youth Entrepreneurship Club (YEC) is a non-profit, non-governmental organization founded in 2015 by a group of young people who love entrepreneurship and technology. We encourage, support, unite and connect entrepreneurs, scientists, students, the unemployed and social ventures. We provide tools they need to create innovative projects, i.e. sharing local economies, we encourage them to stay in the country and picture the future with optimism.

YEC creates a communication channel between academic institutions, the actual market, and the society. In this way, we contribute to forming a dialogue between science and everyday life, foreseeing the entrepreneurial potential of the produced knowledge. We manage national and European wide conferences, seminars, webinars, speeches, open coffee events and counting more in future.

YEC provides information on exchange programs, funding, and counseling for the benefit of those who are engaged or wish to engage in our organization. YEC group seeks to expand to as many local communities as possible using multiple activities which aim to transfer knowledge,

opportunities, and experiences such as competitions, educational trips, thematic workshops, educational games, lectures of scientific and business training.

YEC enables young interns coming from abroad to share their experience, enhancing cross-border networking and cooperation. We are profiting from teamwork abilities, networking with institutions and businesses, volunteering and experience in various fields of entrepreneurship (i.e. financial & business planning, marketing, fundraising).

See more about us at <https://youthentrepreneurship.club/> or at [YEC Presentation](#).

For further information, please [contact us](#).