

3756 - Content Creator Internship in Girona, Spain

Location:	Girona, Spain
Languages:	English (Intermediate)
Fields:	Copywriting, Languages, Economics / Finance, Business

Description:

Company description:

Our collaborator is an international online retailer specialized in selling sports equipment. This fast growing company is present in 220 countries across the globe and has been in the business over 17 years. They are now searching for customer service and product assistant interns to join their international and innovative office in Girona, Spain.

Tasks:

- Check the best product location.
- Analyse, compare and update product page information.
- Manage customer reviews.

Requirements:

- Good level of English
- Minimum 3 months of internship

Remuneration:

300€/month, full time internship
Lunch

3752 - HR and marketing assistant

Location: Sevilla, Spain

Languages: English (Advanced)

Fields: Human resources, Business

Description:

Spain Internship was established in 2010 by highly motivated internationals. We offer internships and traineeships services for students and graduates worldwide. Spain Internship Student Agency is proud to be a young innovative and ambitious company which strives to find the right interns for the right company. We are constantly trying to extend our programs, to make the experience abroad for everyone as good as possible. You can be a part of this process, by helping us in our office.

Tasks:

Human resources

- Interviewing possible candidates
- Evaluating their qualifications regarding the positions
- Revising the candidates CVs to ensure a good match with the company

Customer service

- This is done via email, phone and Skype
- Using the CRM system to ensure a good information flow
- Maintenance of the databases

Online marketing

- Creating social media content (Facebook, Twitter, Google+ and LinkedIn)
- Initiate contact via social media
- Manage social media accounts

Market research

- Arranging possible collaborations
- The student's interest can influence this task

Requirements:

- Good level of English
- Spanish would be a plus
- Open and friendly
- Able to work in a team

Benefits:

Unpaid, possibility to apply for Erasmus+ scholarship

Internship hours:

38h/week, from Monday-Friday

Location:

Seville, Spain

3674 - Part-time Business administration internship position in a real state/touristic housing firm in Barcelona

Location:	Barcelona, Spain
Languages:	Spanish (Advanced) and English (Advanced)
Fields:	Business
Extra benefits:	Salary of 200-300 €.

Description:

Our collaborator is a top quality housing firm specialized in housing solutions for tourists and internationals. Based in Barcelona, they work in a top 3 world market being a competitive and demanding environment, therefore, they offer great services and customer service. They are looking for 1 intern to help them in their communication team:

Tasks:

Business administration
Handling invoices, receipts
Keeping accounting books and record in order
Supporting the administration team

Requirements:

Minimum duration 3 months
English and spanish fluent required, french would be a plus.
Related studies
20 hours per week

Benefits

300 € per month
Transport card

3673 - Part-time Social media & communication position in a real state/touristic housing firm in Barcelona

Location:	Barcelona, Spain
Languages:	Spanish (Advanced) and English (Advanced)
Fields:	Business, Digital marketing
Extra benefits:	Salary of 200-300 €.

Description:

Our collaborator is a top quality housing firm specialized in housing solutions for tourists and internationals. Based in Barcelona, they work in a top 3 world market being a competitive and demanding environment, therefore, they offer great services and customer service. They are looking for 1 intern to help them in their communication team:

Tasks:

Handling social media channels (FB, Instagram, LinkedIn and others).
Keeping good reviews and customer service
Dealing with feedback and providing support to complaints
Generate added-value content.

Requirements:

Minimum duration 3 months
English and spanish fluent required, french would be a plus.
Related studies
20 hours per week

Benefits

300 € per month
Transport card
minimum 3 months

3663 - Marketing Graphic Design Assistant Internship in Barcelona

Location:	Barcelona, Spain
Languages:	English (Advanced)
Fields:	Graphic design, Business, Digital marketing
Extra benefits:	Salary of 400-500 €.

Description:

Our collaborator, is a company specialised in cultural exchange programs in the United States. They offer positions for students, to do their internship in hotels and restaurants.

The requested tasks are:

- Developing, implementing and monitoring social media strategies.
- Extending social media presence of the company (including, but not limited to, Facebook, Twitter, Youtube, the blogosphere, etc...)
- Working with Adobe software's such as (Photoshop and Illustrator).
- Creating promotional materials for social media pages and special events, such as Career Fairs.
- Assisting with organising Recruitment Events.
- Creating material for the Host Companies that partners with
- Posting offers on all web portals.
- Search engine optimization.
- Special tasks with deadlines.
- Researching trends and emerging platforms and tools.
- Coordinating content updates to website & email campaigns.

Requirements:

- Background related with graphic design.
- Knowledge of Photoshop and illustrator.
- Minimum stay 6 to 12 months

Benefits:

- 300 € per month

Location:
Barcelona

3648 - Online Marketing - English

Location:	Barcelona, Spain
Languages:	English (Advanced)
Fields:	IT & Web development, Communication / Journalism, Business, Digital marketing
Extra benefits:	Salary of 100-200 €.

Description:

Our collaborator is the first social crowdfunding platform with any cost for taxpayer and projects. They are a Startup working from one of the most famous Accelerators companies in Barcelona, Spain. This is an amazing opportunity to learn about entrepreneurship and marketing.

The company is now looking for new talented online marketing students to help with the business development.

Position: Online marketing

Tasks:

- SEO/SEM
- Community management
- Wordpress
- Content generation
- Web analytics

Requirements:

- Online marketing knowledge is required
- Good english level

Conditions:

- Monday to Friday from 10:00am to 18:00pm
- 200€/month if the candidate can stay more than 4 months (the amount can be discussed with the manager), otherwise unpaid.

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3613 - French speaker - Marketing internship in Marbella, Spain

Location:	Marbella, Spain
Languages:	English (Intermediate)
Fields:	Public Relations, Business, Digital marketing
Extra benefits:	Salary of 200-300 €.

Description:

Our collaborator is a rapidly growing energy drink brand that reaches over 45 countries all over the globe and sponsors the world's top athletes. This company is looking for interns to join their international and hard-working team in their offices in Marbella, Spain.

Marketing and Social Media position

Tasks:

- Helping with content creation and support in sponsorships in our key marketing areas: motorsports, sports, music and lifestyle
- Assisting in writing web content, press releases and social media content in multiple countries
- Market research
- Miscellaneous help with event management, product presentations and external communication with third parties

Requirements:

- Advanced level of English and French would be needed
- Spanish would be a plus
- Senior level of studies related to marketing, SEO or PR
- Knowledge of social media (specifically YouTube, Instagram, Twitter)
- Ability to plan marketing and PR campaigns
- Interest in F1, music and fashion, as well as experience in video design and YouTube content creation, is considered as a plus
- To apply for this position is necessary to make a small test.

Internship hours: Monday- Friday 9.30am - 6.30pm with 1-hour lunch break

Starting date: ASAP - Ideally 1 year (minimum stay of 6 months)

Location: Marbella

Benefits: 350€/month

3547 - Customer service, administration and reception in a language school in Seville, Spain

Location:	Sevilla, Spain
Languages:	Spanish (Intermediate) and English (Intermediate)
Fields:	Business
Extra benefits:	Salary of 200-300 €.

Description:

Our collaborator is one of the main language schools in Seville, Spain. They have offices all over the city, as they are a fast-growing company. They provide English lessons to all kinds of students and ages. They are looking for someone energetic and friendly to join their team.

The ideal candidate for this position has to be interested in the education industry and enjoy spending time with people.

Tasks:

- Business administration, supporting the managers and colleagues in their daily duties
- Helping reception with their daily tasks (customer service)
- Promoting and informing about daily/weekly activities
- To provide information to parents about the different courses and options
- Making reservations for courses
- Receiving feedback and complaints
- Other general administration tasks

Requirements:

- English B2
- Spanish B2 - fluent
- Enjoys working in an environment with students
- Minimum stay 3 months

Internship hours: 30h/week

Benefits: 300€ /month

Location: Seville

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3540 - Reception and Social media Internship in Granada

Location:	Granada , Spain
Languages:	Spanish (Intermediate) and English (Intermediate)
Fields:	Business, Hospitality / Tourism, Digital marketing
Extra benefits:	Salary of 100-200 €. Includes accommodation.

Description:

Our collaborator is a modern and dynamic company renting fancy apartments in the city centre of Granada, one of the most famous destinations for Erasmus students and an amazing city to live in! Their team consists of customer oriented professionals placing high importance to customer satisfaction!

You will have specific learning objectives that will guide you in gaining an invaluable practical experience!

Tasks:

- Help in the brochure design
- Assist in the elaboration of the interior marketing of the flats (posters for the establishments, photography etc.)
- Web development (assist the web developer of the company with the translation of the website in different languages, creation of content etc.)
- Responsible for communicating with customers via phone, email, and in person.
- Check in and check out

Requirements:

- Fluent in English and intermediate Spanish
- Open to work in different shifts Morning - Afternoon - Night, depending on the candidate

Conditions:

- The internship is paid 100€ a month, share accommodation (in a mix gender room) and breakfast.
- Internet is also provided as well as living expenses as water, electricity, etc.

3537 - Revenue assistant

Location:	Madrid, Spain
Languages:	English (Advanced)
Fields:	Events, Business, Hospitality / Tourism, Digital marketing
Extra benefits:	Salary of +500 €.

Description:

Our collaborator is a young and modern hotel chain, born in 2001. We have the most complete selection of central and boutique hotels in Spain. With state-of-the-art technology and located in emblematic buildings of the main Spanish cities, we offer 33 design hotels in the centre of Madrid, Barcelona, Seville, Valencia or Bilbao. They are unique accommodations specially designed to guarantee the maximum comfort. The internship is located in Madrid.

POSITION: REVENUE ASSISTANT

Tasks and responsibilities:

- Rates decision making according with sales channel and occupancy.
- Upload these fees in the different travel agents websites.
- Make new contracts with websites, profile and hotel positioning in social networks review, special prices and promotions, and other strategic actions within Revenue Management.
- Monitoring the presence of their website in travel agents websites such as trivago, tripadvisor and booking.
- Update existing information in google, google maps and google earth.
- Competence and positioning analysis.

Requirements:

- Studies: Tourism is a plus. Revenue master is a plus.
- Revenues knowledge.
- Languages: English high level
- Student is required to receive Erasmus training agreement or studies in Spain for whole internship period!

Conditions:

- Salary: 600 €/ gross
- Hours/week. Full time.
- Timetable. 9:00 - 18:00 (30 min for lunch). Schedule summer from 8:00 to 15:00
- As soon as possible until March

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3500 - Front Desk and Customer Services in Barcelona

Location:	Barcelona, Spain
Languages:	English (Advanced)
Fields:	Business, Hospitality / Tourism
Extra benefits:	Includes accommodation. Breakfast and dinner

Description:

Our colleague is an exclusive hostel, based in Barcelona city center. They are customer oriented which is really important for them as well as customer care and guest relations. The Hostel is equipped with a stylish, modern and vintage rooms for all travellers. It's a hostel full of life where style and glamour combine with a fresh, fun and crazy twist!

Tasks:

- Check in and check out.
- Collect payments.
- Social media and visual communication management.
- Keep updated the Social Media platforms (taking pictures and adding to the platform)
- Welcoming guests and giving general information about the city.
- Giving guests all information about Hostel regulations, explaining Hostel facilities to arriving guests
- Promoting and informing the guests about daily/weekly activities.
- Helping to develop hostel events.
- Receiving feedback and complaints
- Administration tasks: booking, reservations, emails, calls, etc.

Requirements:

- English good level.
- Other language is a plus
- Open-minded, social and respectful.
- Minimum of 3 months

Benefits:

- Accommodation.
- Half board (breakfast and dinner)

3486 - Paid Customer service, administration and assistant in a leisure organization in Barcelona

Location:	Barcelona, Spain
Languages:	Spanish (Advanced) and English (Intermediate)
Fields:	Business, Hospitality / Tourism
Extra benefits:	Salary of 200-300 €.

Description:

Our collaborator is one of the largest escape room in Barcelona, which already has 8 different room opened to the public. They are looking for operators, who can lead those games and work with customers.

"Escape rooms" is a new concept of leisure which is getting more and more popular in Barcelona. Their games are very technological and well decorated. They have a wide range of thematic rooms, starting from Middle Age finishing to Future Spaceship.

Their main goal is to make people feel like being in a real story by making them main characters of their own "movie". This combination ensures that players will live an unforgettable adventure, and our task is to maximize this experience.

Main tasks:

- Receive the teams of players and explain the basic rules of the games
- Begin with an immersive introduction of the game via the interpretation a character
- Monitor and help players whilst they play in the room
- Charge customers
- Offer promotions for other games
- Management of bookings
- Customer service

Requirements:

- 40h / weekly
- Saturday and Sunday internship
- 2 free days during the week
- Minimum duration - 4 months
- Spanish - high / native level, English - medium / high level.
- Be confident with interacting with different people and putting on different voices whilst interpreting a character.

Benefits

- 200 euros / month
- Dynamic work in the center of Barcelona
- The opportunity to meet local people
- Learning from a sector that is growing

3479 - Marketing "Prospect" Internship in Llinars de Valles, Barcelona

Location:	Barcelona, Spain
Languages:	Spanish (Intermediate) and English (Intermediate)
Fields:	Communication / Journalism, Advertising, Economics / Finance, Business, Digital marketing
Extra benefits:	Salary of 200-300 €.

Description:

Our collaborator is one of the most important E commerce company for pets with a worldwide presence located in Llinars de Valles, Barcelona. Their current goal is to become the most important pet e commerce company in the Southern Europe. They are offering a wide range of product (approximately 70 000) and they own a warehouse of more than 3000m2.

Their team consists of a group of young professionals passionate and enthusiastic for pets and Online Marketing. They are offering an excellent internship atmosphere with new and fully equipped offices of more than 800m2.

Tasks:

- Search for new potential business products
- Contact with new suppliers
- Include new products in their catalog.
- Competitors analysis

Requirements:

Fluent in Spanish (at least b1) and in English

Minimum duration of 3 months

Proactive, flexible and adaptable in an environment of constant changes.

No experience required

Remuneration:

225 euros net per month

Starting ASAP

Monday to Friday: 9 a.m. to 5 p.m.

Location: Llinars del Valles, Barcelona

3429 - Paid Marketing and front office internship in Milan, Italy

Location:	Milan, Italy
Languages:	English (Intermediate)
Fields:	Business, Hospitality / Tourism
Extra benefits:	Salary of 200-300 €.

Description:

Our collaborator is an entertainment company located close to Milan exactly in Cislago (VA). They are opening new places all over Europe. Guests from all over the world come and realize their own ideas. If you are looking for a new a different experience joins their talented and enthusiastic team. Apply now for this international project and become a new team member of this amazing project.

Tasks:

- Guide them through the Rooms
- Welcoming guests
- Booking Assistant
- Social Media
- Organize marketing activities

Requirements:

- Passionate about what they do
- Friendly and enthusiastic
- Fluent English
- A basic of Italian or any other language would be a plus
- Curricular internship

Internship hours:

Full-time position with 40 hours a week

Benefits:

Salary of 200€ /month
minimum 3 months

Location:

Cislago (VA) Milan Italy

3329 - Customer service and sales internship in Barcelona

Location:	Barcelona, Spain
Languages:	Spanish (Advanced) and English (Intermediate)
Fields:	Economics / Finance, Business
Extra benefits:	Salary of 200-300 €.

Description:

Our collaborator is a company that already runs a fleet of more than a 1.000 scooters in Spain's most touristic cities. The company rents scooters on a short and long term basis; basically to everyone who wants to experience the city from a different perspective, beyond the one of a normal tourist. Offices in Barcelona, Ibiza, Formentera and many more cities. You will be involved in numerous of activities in an international and dynamic environment, in the city center of Barcelona!

Tasks:

- Customer service and public relations
- Booking management
- Sales (distributing brochures and attracting clients).
- Answer emails and telephone assistance
- Renting contracts management.
- Use the ESR of the company.
- Tourist information.
- Collaboration with others department and partners
- Showing how the service works.

Requirements:

- English and Spanish fluent
- Other languages would be a plus
- Drive license
- Minimum 5 months

Benefits:

400€ per month

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3091 - Language school administration and teaching assistant in Barcelona, Spain

Location:	Barcelona, Spain
Languages:	Spanish (Intermediate) and English (Advanced)
Fields:	Business, Education / teaching, Hospitality / Tourism
Extra benefits:	Salary of 200-300 €.

Description:

Our collaborator is one of the biggest language school chains in Spain. They have offices all over the country, as they are fast growing company, with multiple franchises. They provide English lessons to children with an age range of 1 to 18 years old. They are looking for someone energetic and friendly to join their team. The ideal candidate for this position has to be interested in the education industry and enjoys spending time with children.

Tasks:

- Business administration, supporting the managers and colleagues in their daily duties
- Helping reception with their daily tasks (customers services)
- Promoting and informing about daily/weekly activities
- To provide information to parents about the different courses and options
- Helping other departments upon request: taking care of children and assisting teacher
- Provide support to children during classes
- Making reservations of courses
- Receiving feedback and complaints
- Other general administration tasks

Requirements:

- English C1
- Spanish B2
- Enjoys working with an environment with children
- Minimum stay 5 months

Benefits

200€ /month (before taxes)

Location:

Barcelona

3089 - Part time - International sales and marketing assistant in Madrid

Location:	Madrid, Spain
Languages:	English (Advanced)
Fields:	Design, IT & Web development, Communication / Journalism, Public Relations, Languages, Business, Digital marketing
Extra benefits:	Salary of 100-200 €.

Description:

Description of the company:

Our partner is a consulting company located in Madrid which is specialised in the internationalisation of companies. They assist their clients through the whole process of internationalisation.

They are seeking to hire an intern, willing to assist and develop their marketing and sales department, learning the mechanics and needs of trade, online and international marketing. Through intense team working candidates will have to show their best positive attitude and willingness to learn.

Tasks:

- Support the design of its communication and marketing policies.
- Execute its communication and marketing strategy (mailings, campaigns, surveys, press releases ...).
- Community manager functions.
- Design of the marketing material (web modifications, corporate brochures ...).
- Commercial work (via telephone, mailings, face-to-face work in fairs and other events, ...), both supporting its planning and execution.
- Support the export of customer products.
- Support the execution of international strategies designed for its clients.

Requirements:

- Studies related to Marketing, communication, social networks, corporate documentation design, web design, SEO-SEM, ecommerce.
- Knowledge in foreign trade and experience in sales or export.
- Motivated, alert, responsible, with the capacity to work autonomously and in team, creative, eager to learn and have fun working, good working skills with new technologies.
- Good writing and communication skills.

Language:

- Fluent English compulsory.
- Advanced French would be a plus.
- Advanced Spanish would be a plus

Internship hours:

- 20 hours/week (more than 20 hours per week due to events or special meetings could be also requested)
- Minimum stay of 3 months.

Benefits:

- 100€/month (higher remuneration could be a possibility)
- Home office from time to time

2822 - Sales Assistant in a 5* Hotel in the city centre of Seville

Location:	Sevilla, Spain
Languages:	Spanish (Intermediate) and English (Intermediate)
Fields:	Languages, Business, Hospitality / Tourism
Extra benefits:	Includes accommodation.

Description:

Our collaborator is a well-known design hotel in the centre of the capital of Andalusia being a reference in the whole country for its design, location and concept. The hotel is located in the historical Centre of Seville in front of the Cathedral and a couple of minutes away from the shopping streets.

The hotel is exclusive, having only 60 rooms of 5 different types. Every room is fully equipped and created with a difference concept. The location is an amazing complex consisting of 7 restaurants, cocktail bars, wellness spa, outdoor swimming pool and a great big terrace

With this internship you will develop skills such as organization, responsibility and commercial skills. You will be immersed in a multilingual environment so you will be able to learn and practice languages.

Tasks:

- Reception and management of calls for processing reservations in English and French
- Management of reservations, cancellations and modifications
- Availability control
- Manage budgets requested by clients
- Tracking of quotes
- Promote sales in accommodation and meet sales growth
- Coordination and monitoring of internal events that take place in the hotel
- Monitoring customer satisfaction and loyalty

Requirements:

Fluent in English, intermediate Spanish and some knowledge of French.

Benefits:

- Shared Accommodation
 - Meals
 - Locker
 - Training day
- Minimum 3 months

820 - Language school administration and teaching assistant in Barcelona, Spain

Location:	Barcelona, Spain
Languages:	Spanish (Advanced) and English (Advanced)
Fields:	Business, Hospitality / Tourism
Extra benefits:	Salary of 200-300 €.

Description:

Our collaborator is one of the biggest language school chains in Spain. They have offices all over the country, as they are fast growing company, with multiple franchises. They provide English lessons to children with an age range of 1 to 18 years old. They are looking for someone energetic and friendly to join their team. The ideal candidate for this position has to be interested in the education industry and enjoys spending time with children.

Tasks:

- Business administration, supporting the managers and colleagues in their daily duties
- Helping reception with their daily tasks (customers services)
- Promoting and informing about daily/weekly activities
- To provide information to parents about the different courses and options
- Helping other departments upon request: taking care of children and assisting teacher
- Provide support to children during classes
- Making reservations of courses
- Receiving feedback and complaints
- Other general administration tasks

Requirements:

- Fluent in English and Spanish
- Enjoys working with an environment with children
- Minimum stay 5 months

Benefits

200€ /month (before taxes)

Location:

Barcelona

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703 - Customer service, Reservation assistant and Marketing internship in Granada, Spain

Location:	Granada , Spain
Languages:	English (Intermediate)
Fields:	Business

Description:

Our collaborator provide a spectacular service to students and young professionals looking for accommodation in Granada. They have a young and international team which helps them grow further. If you would like to work in an international successful environment where you can develop your skills, then this is the right internship for you.

Tasks:

- Updating the rooms in the companies´ website
- Blogging and Social Media management and maintenance
- Online marketing management and maintaining Traffic driving in Facebook
- New bookings management, check arrival details, deposit appropriate amount payment (Reservation Form)
- Checking and updating all the customers information after their arrival
- Customer management
- Receiving of monthly rents.
- Management and maintenance of online platforms.
- Mailing with customers
- Sending and providing all kind of information about available accommodation, location, city, university.
- Introducing new bookings to the companies´ Management System
- Check in and check out

Requirements:

- Studies related to the vacancies
- Good Level of English

Benefits:

Unpaid position

559 - 200€ Paid front desk and marketing internship position in Barcelona, Spain

Location:	Barcelona, Spain
Languages:	Spanish (Beginner) and English (Intermediate)
Fields:	Business, Hospitality / Tourism
Extra benefits:	Salary of 200-300 €.

Description:

Our collaborator is owner of physical adventure game in which participants needs to solve series of puzzles, find clues and solve the problem within a set time limit. It is a fast growing company that has new places all over the world. With a new, talented and enthusiastic team they offer a cool experience, guests from around the world and a chance to realize their own ideas.

Tasks:

- Welcoming guests
- Guide them through the Rooms
- Social Media
- Organize marketing activities
- Booking assistant

Requirements:

- Friendly and enthusiastic
- Passionate about what they do
- Fluent English
- Spanish is a plus
- Any additional European language is a plus
- minum duration 4 months

Internship hours:

Shifts starting from 9:30 or 15:30

Benefits:

200€ /month

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