



UNIVERSITY OF ECONOMICS - VARNA  
 9002, Varna • 77 "Kniaz Boris I" Blvd. • Phone/Fax: (+359) 52 660 358

## ERASMUS PLACEMENT OFFER

EMPLOYER INFORMATION	
Full legal name of the institution	University of Economics – Varna
Address	77 Kniaz Boris I Blvd - 9002 Varna, BULGARIA
Telephone	+359 52 660 358
Institution's web site	<a href="http://www.ue-varna.bg">www.ue-varna.bg</a>
E-mail	<a href="mailto:int_relations@ue-varna.bg">int_relations@ue-varna.bg</a> ; <a href="mailto:ic_fac@ue-varna.bg">ic_fac@ue-varna.bg</a>
Contact person	Ms. Aneliya Georgieva
Web site	<a href="http://www.ue-varna.bg/en">www.ue-varna.bg/en</a>

PLACEMENT INFORMATION	
Department	International Relations Office
Description of activities	<ul style="list-style-type: none"> <li>• To support the work related to the incoming and outgoing Erasmus students.</li> <li>• To keep relations with partner universities and search for new contacts.</li> <li>• To assist office staff</li> <li>• To organize projects on international relations</li> <li>• To maintain the web-site</li> </ul>
Duration	March 2014/April 2014 – 31 <sup>st</sup> July 2014
Application deadline	30 <sup>th</sup> March 2014
Working hours per week	30 – 35 hours
Competences, skills and experiences requirements	<ul style="list-style-type: none"> <li>• Fluent in English both spoken and written. Other languages skills will be an asset.</li> <li>• Proficiency in Microsoft Office Tools</li> <li>• Experience as Erasmus student</li> </ul>
Conditions of payment	Erasmus or other scholarship from home institution



**UNIVERSITY OF ECONOMICS - VARNA**  
9002, Varna • 77 "Kniaz Boris I" Blvd. • Phone/Fax: (+359) 52 660 358

## PLACEMENT INFORMATION

### What we can offer

- Assistance in finding accommodation
- Welcoming in the airport
- Being part of a young and motivated team
- Bulgarian classes
- Free access to the University facilities (Gym, Library, Canteen, etc)

## INFORMATION OF INTEREST

### Living in Varna

Varna is the third largest city in Bulgaria, with an area of 205 sq. km. Its situation on the Northern shore of the Black Sea, along with its richness in natural resources make it one of the famous resorts Europewide, definitely the largest one in the Black Sea region.



### Dormitories

The University of Economics - Varna has dormitories 15 min away from the University. The University can offer to the trainee a private room with bathroom in the dorms and sharing common areas with Erasmus Students. The monthly rent is 200 BG Lev (100 €). A month deposit is required.





**UNIVERSITY OF ECONOMICS - VARNA**  
9002, Varna • 77 "Kniaz Boris I" Blvd. • Phone/Fax: (+359) 52 660 358

### Working at the International Relations Office of the University of Economics - Varna

The University of Economics – Varna is one of the oldest institutions of higher education in economics on the Balkan. Established in 1920, nowadays the University is a reliable partner in the realization of international projects in the framework of the EU programmes ERASMUS + .



The University follows its mission to provide high quality education and promote International integration and cooperation. Do you want to be part of our project? Let's join us!



The International Relations Office Team is waiting for you!