

## International Traineeships for Companies

### HELPDESK FOR COMPANIES

- **Which benefits can I get from international placements?**

Valuable multi-cultural experience

New impulses, ideas and knowledge of international markets.

Possibility of an apprentice/trainee bringing new approaches and working methods

Improved language skills of staff.

Greater cultural awareness and technical knowledge

Enhancing your company profile and the employment benefits within your sector

Inclusion on the European Exchange Database

Possibility of sending your apprentices to a partner country to increase their skills and knowledge.

- **Trainees and apprentices profile**

Internships are open to trainees and apprentices of last courses or recently graduated students. Minimum age for the placement is 18. A wide range of professional studies is available.

- **Countries of origin**

- Spain
- Germany
- Belgium (Flanders)
- Bulgaria
- France
- Italy
- Poland
- United Kingdom
- Romania
- Sweden

- **Length of the internship**

From 2 weeks up to 6 months. Most frequently internships last from 1 to 3 months.

- **Cost for company**

Free of cost.

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Trainees and apprentices enjoy of Erasmus or Leonardo grants accorded at their countries of origin to pay for accommodation, food and travel. Salary is not compulsory.

- **Legal framework**

Internships are within the framework of the UE Lifelong Learning Program, namely, Erasmus and Leonardo grant which are tax free.

A “Place Agreement” (not a labor contract) shall be signed between companies and trainees or apprentices accounting for details of the internship, rights and duties of both sides, work time, length of the stay and the working plan previously agreed. Health insurances shall be made at country of origin of the trainee or apprentice before leaving.

- **Company’s duties**

Host companies have to appoint a tutor, i.e., somebody in charge of training the trainee/apprentice, undertaking the follow-up and assessing his or her performance during the stay. A certificate of recognition shall be issued if the stay is successful

- **Coordinating organizations in your country**

A coordinating organization shall provide you with CV fitting into your company’s needs. If a choice is made, the coordinating organization shall proceed to write down a “placement agreement”. The coordinating organization shall seek for accommodation for the trainee, shall coordinate his or her internship and shall do the follow-up.

- **Which professional families are available?**

- Physical activities and sports
- Business studies
- Graphic arts

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- Trade and Marketing
- Communication, Image and Sound
- Construction and Civil Engineering
- Electricity and Electronics
- Manufacturing processes
- Carpentry and Furniture
- Hospitality trade
- Food Industries
- Information technology
- Self-propelled vehicle maintenance
- Maintenance and ancillary production services
- Chemistry
- Health
- Socio-cultural and community services

### **How to participate?**

Send an email to: [office@ccit.ro](mailto:office@ccit.ro); [sciuferescu@cciat.ro](mailto:sciuferescu@cciat.ro)

We will contact you to help you find trainees and apprentices fitting into your needs