Erasmus Placement Offer Form

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| **EMPLOYER INFORMATION** | |
| Name of organization | BUREAU DU SECRETAIRE GENERAL DES ECOLES  EUROPEENNES |
| Address | Rue Joseph II, 30 |
| Postal Code | 1049 |
| City | BRUSSELS |
| Country | BELGIUM |
| Telephone | 02/298.62.77 |
| Fax | 02/298.63.20 |
| E-mail |  |
| Website | www.eursc.eu |
| Number of employees | 48 |
| Year of foundation | 1957 |
| Contact person | Mr Andreas Beckmann / Mr Miguel Montarelo |
| Department / Function | Head of Human Resources Unit / Head of ICT Unit |
| Direct telephone number | Mr Beckmann – 02/298.62.77  Mr Montarelo – 02/295.04.75 |
| Direct mobile | Mr Beckmann - 0498/98.39.39  Mr Montarelo – 0473/95.95.48 |
| Direct e-mail address | <andreas.beckmann@eursc.org>  [miguel.montarelo@eursc.org](mailto:miguel.montarelo@eursc.org) |
| Short Description of the Company | Management of the European Schools system |
| Other |  |

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| **PLACEMENT INFORMATION** | |
| Department / Function | ICT |
| Description of activities | - Participate in development projects in different phases (development in .NET, testing, installing, user support....).   * Learn and help on reporting tools (as SQL Reporting Services). * Learn and work with SQL data bases.   Training will be provided to learn, improve or reinforce the skills of the candidate. |
| Duration | 4 months (and up to 12 months). |
| Working hours / Weekly hours | 7 h30/per day; 162 h/per month |
| City | Brussels |
| Help with finding Accommodation | Yes  X No |
| Financial Contribution | x Yes : 500,-- € per month  No |
| Other |  |

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| **REQUIREMENTS** | |
| Oral and written language skills | x English (level: B2 )  German (level:      )  X Other (level: B2) FRENCH |
| Computer skills | Good developing knowledge (better in .NET) |
| Drivers license | Yes  No |
| Other |  |