

DIGITALMIX GROUP SL

Digitalmix Group SL, a Spanish company based in Barcelona, focused on e-commerce in various fields offers an internship to international students.

We work with different departments specialized in marketing, online advertising, logistics and administration. At the moment our market is present in different countries such as Italy, Spain, Holland, France, Portugal, Belgium and Brazil, with forthcoming expansion in Germany and Poland.

We offer the student the opportunity to put his knowledge into practice in a young, dynamic and multicultural environment thus have a first contact with the labor market.

Digitalmix Group SL offers job training to students who come from university studies of management and human resources development, the field to which this internship refers. As part of the internship, initial courses will be provided and will be held at the company headquarters on the main systems of personnel management.

We are looking for a new trainee who wants to put in practice his skills of communication by working with the international human resources department.

For further information, please visit <https://italy.cepcomgroup.com/>.

Human Resources Internship – Our offer

The main tasks the trainee will carry out will be the following:

- Initial formation
- Contact with Universities and Students
- Use of specific managers to manage practices (CTR recruitment)
- Interviews and evaluation of candidates
- Management of working groups with weekly objectives
- Elaboration and management of forms and advertising portals
- Weekly meetings with the work team
- Management of the platform for training courses and internal training needs

Features and skills of the ideal candidate:

- Basic knowledge of Microsoft Office (Word, Excel, etc ...) and Gmail
- Ability to work as a team in an international environment
- An advanced knowledge of the English language is compulsory
- Knowledge of the Spanish language will be considered a plus, but not compulsory
- Provenance from studies of human resources, communication, economics, sociology, literature and corporate sciences and politics sciences
- Excellent organizational and problem-solving skills

Field of activity: Human Resources and Communication

Place of work: Barcelona

Duration of the internship: from 3 to 6 months

Weekly timetable: 35h, Mon-Fri 9.30-14.00 / 15.00 -17.30 (flexible, according to the student needs)

Contacts: to apply for this position, send your CV to this e-mail address:
tirocini@cepcomgroup.com

Phone: +39 0519525924

Participation allowance: the internship is unpaid by the company, but may be part of the scope of international work grants (Erasmus+ Traineeship, Leonardo Da Vinci, EURES etc.)