

## PUBLIC INTERNATIONAL BUSINESS COLLEGE MITROVICA

Bislim Bajgora, 40000, Mitrovica, Kosovo

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Based on Article 8 of the Statute of the Public International Business College Mitrovica (IBCM), as well as the decision of the Governing Council of the Public International Business College in Mitrovica at the meeting dated 11.04.2025, announces:

### VACANCY

#### *For paid internships for students of the Public International Business College Mitrovica (IBCM)*

Students and graduates of the Public International Business College Mitrovica (IBCM) are invited to apply for internships in the administration of the IBCM College. These interns will support the marketing department and will be involved in marketing activities together with the administrative staff at the two IBCM campuses and in the recruitment campaign for 2025 as follows:

There are a total of 6 interns from the fields of International Sales and Marketing, Public Administration and Welfare, and Environmental and Agricultural Management.

All IBCM students and graduates are eligible to apply.

#### **Criteria for selecting students for internships:**

In selecting students for internships, the average grade during bachelor's and master's studies, knowledge of the English language, knowledge of the use of information technology and activity in service to the student and academic community will be taken into account. Their evaluation will also be carried out during the interview phase.

The duration of the internship is six (6) months.

#### **Required documentation for application and application method**

1. Copy of ID;
2. CV and motivation letter
3. Copy of diploma (for graduates) or certificate of grades (for students )
4. Criminal record certificate

The application date is from 15.04.2025 to 22.04.2025, at 16:00.

Students will be notified in time via e-mail about the interview time.

The announcement of the list of candidates selected by the ad hoc Commission will be made on 25.04.2025.

Students selected for practical work will sign the engagement contract with the College.



Documents must be submitted in electronic pdf format to the e-mail address: [ibcm\\_vacancy@ibcmmitrovica.eu](mailto:ibcm_vacancy@ibcmmitrovica.eu).

Students will be engaged full-time (08:00-16:00)

Candidates who are not accepted have the right to appeal within 3 days to the Commission for the Resolution of Complaints and Disputes, within the College.

We encourage all students of the College to apply without any discrimination, all those who meet the competition criteria. Interns will be provided with a certificate from the IBCM College upon completion of the internship.

