



TRAINEE PROFILE FOR WEBSITE UPDATE AND DEVELOPMENT

The IOC Executive Secretariat is seeking a young university graduate for a three-month, paid traineeship beginning on 15 September 2017 in the field of computer science and software development. This will be an opportunity to work in a multi-cultural, multi-lingual and multi-ethnic environment and to put into practice what you have learned during your studies.

The profile and tasks of the trainee are described below:

PROFILE AND PREREQUISITES

Candidates Must:

- Be a citizen of one of the following Members of the IOC¹;
- Have a university diploma in computer science, software development engineering, or an equivalent to these branch speciality areas: web management/content, development and maintenance, new technologies;
- Have a thorough command of at least one of the two IOC working languages (English and French);
- Have a thorough knowledge of the conception and management of dynamic websites;
- Be in good health.

It Will Be Considered An Asset:

- To have some initial or work experience (in the evaluation, conception, maintenance, development and design of websites);
- To have prior experience in documentation centres or observatories;
- Have knowledge of at least one of the other IOC languages².
- Show initiative and be proactive.

¹ The list of IOC Members may be consulted at <http://www.internationaloliveoil.org/estaticos/view/103-list-of-ioc-members>

² The official languages of the International Olive Council are Arabic, English, French, Italian and Spanish.



TASKS

The trainee, who will report to the Head of the Economic Research and Statistic Department;

- Update of the current IOC website,
- Contribute to the diagnosis and analysis of the current IOC website;
- Prepare the technical specifications of the new website tender that will be proposed to the 2018 Budget.
- Make any other things considered necessary by the directors.

DURATION OF TRAINEESHIP

Duration of the task : Three months (non-renewable).

The scheduled starting date: 15 September 2017.

Deadline for applications : 25 August 2017 at 17.00 hours (Madrid time) (deadline for the receipt of dossiers by post or e-mail).

- A formal cover letter must be submitted together with the completed application form and supporting documents.

- Reference document should be attached.

Rules governing the official traineeship scheme of the International Olive Council (available on the IOC website)