



Trainee profile

Support for technical assistance activities

The IOC Executive Secretariat is seeking a young university graduate (preferably with a degree in agronomy) for a five-month, paid translation traineeship **as of 15 April 2015**. This will be an opportunity for the trainee to work in a multi-cultural, multi-lingual and multi-ethnic environment and to put into practice what they have learned during their studies.

The purpose of the traineeship will be to provide the Technical Unit with support by helping it to organise its activities and to assemble activity output of use to all the member countries.

The technical cooperation which the International Olive Council offers to its Members comprises, in particular, the organisation of training and refresher courses to update the expertise of technical officers and the transfer of technology.

It is essential for the Executive Secretariat to circulate the outcomes of such activities to Members and to promote bilateral or multilateral cooperation.

The profile and tasks of the potential trainee are described below.

Profile and prerequisites

- **CANDIDATES MUST:**

- Be a citizen of one of the 17 Members of the IOC (Albania, Algeria, Argentina, Egypt, European Union, Iran, Iraq, Israel, Jordan, Lebanon, Libya, Montenegro, Morocco, Syria, Tunisia, Turkey and Uruguay)
- Preferably be under 30 years old
- Have a university degree (at least three years), preferably in agronomy
- Have a thorough command of at least one of the two IOC working languages (English and French)
- Be in good health
- Be computer literate to user level (Word, Excel PowerPoint, ...)

- **IT WILL BE CONSIDERED AN ASSET:**

- To have taken olive growing and olive oil technology as a specialism
- To have some initial work experience in the sector
- To have a command of other official IOC languages (Arabic, English, French, Italian and Spanish)



Tasks

The chief tasks of the trainee, who will report to the Head of the Technical Unit, will be:

- To draw up a list of the apparatus that is essential for physico-chemical testing laboratories applying for IOC recognition
- To assist with the preparation and implementation of technical activities: preparation of activity programmes for courses and seminars
- To file the activities carried out in the last year by field: projects, seminars, technical assistance, courses, study trips, etc.
- To draft and circulate texts or papers to the member countries and ensure follow-up
- To update the IOC list of research institutions, itemised by specialist field and country
- To update the IOC list of experts, itemised by specialist field, institution and country

Duration of traineeship

Five months (non-renewable). The scheduled starting date is **15 April 2015**.

Deadline for applications

18 March 2015 at 23.00 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

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



INTERNATIONAL
OLIVE
COUNCIL

CONSEJO
OLEICOLA
INTERNACIONAL

CONSEIL
OLEICOLE
INTERNATIONAL

CONSIGLIO
OLEICOLO
INTERNAZIONALE

المجلس
الدولي
للزيتون
