



Trainee profile

Support for the Chemistry and Standardisation Unit

Réf. :ST5-20

The International Olive Council (IOC) is offering a paid traineeship at the Executive Secretariat for a young university graduate in quality management in ISO/IEC 17025:2017 testing laboratories or similar, olive oil and sample handling, or laboratory assistance. The preferred start date is **1 October 2020** and will last a three months, with possible extension. This will be an opportunity 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 profile and tasks of the potential trainee are described below:

Profile and prerequisites

CANDIDATES MUST:

- Be a citizen of an IOC Member Country¹;
- Have four-year postgraduate degree or equivalent in a relevant field;
- Have good knowledge of English or French as well as of at least one of the other official languages of the Organisation;
- Have an advanced level of Spanish;
- Have strong computer literacy (Microsoft Office tools: Word, Excel, PowerPoint, Outlook, Adobe, etc.);
- Be in good health.

IT WILL BE CONSIDERED AN ASSET:

- To have some work experience;
- To have knowledge of handling olive oil samples and laboratory equipment;
- To have knowledge of storage management;
- To know other official languages of the IOC.

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



Tasks

The main tasks of the trainee, who will work under the supervision of the Head of the Standardisation and Research Unit, are as follows:

- Support the Unit in activities related to sensory and physico-chemical training courses, meetings, reference material, ring trials, olive oil tastings during IOC activities, monitor oils marketed in importing non-member countries and oils for promotional campaigns;
- Help prepare samples and labels and organise shipments;
- Support the international extra virgin olive oil competition, Mario Solinas Quality Award: receipt of samples, documents, grading and storage;
- Support the Unit in expert meetings as well as other activities and events organised by the Unit;
- Provide general practical support at the request of the Unit.

Duration of traineeship

Three months (may be extended). The scheduled starting date is **1 October 2020**.

Deadline for applications

30 August 2020 (deadline for the receipt of dossiers by post or email).

A cover letter must be provided alongside 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).
