

Placement UK is The European Undergraduate Placement Organisation, based in Warwickshire, England. We place European Undergraduate on internships in UK companies. Please Note that this is a FREE SERVICE to you and your school. For more information about all our placement opportunities, please visit our web site at: www.placement-uk.com

Engineering *Placement Opportunity*

Reference:	TIA 5 - 209
Job Title:	Structural Designer
Company Description:	Aerospace Design
Location:	West Midlands
Stay duration:	6 months
Start Date:	As soon as possible

Job Description:

This is a great opportunity for a Mechanical Engineering Student.

You will be working with the Companies Structural Designers; your role will consist of the production of CAD Models and drawings for equipment/parts. The drawings will be used as a part of the Aircraft installation designs.

The process will involve using data from equipment installation manuals and drawings.

Your work will then be expanded to include mounting of components and following the Companies design procedures and use of mounting hardware.

Your tasks will be, but are not limited by:

- Producing CAD models and drawings for equipments/parts
- Research into equipment installation manuals and drawings
- Mounting of components
- Creating training manual for future student
- 40 Working hours a week

Essential requirements:

- Excellent English, written and spoken
- Studying Mechanical Engineering degree or similar
- Strong 3D AutoCAD skills (or similar programme)
- Strong Solid works skills
- Can-Do attitude
- Strong organisational skills
- Strong communication skills
- Team Player
- A pleasant, lively and outgoing personality

Desirable attributes:

- AutoCAD skills usage in similar role
- Previous experience in a similar role or environment

Company activity:

- The Company is an approved Design and Production Organisation in the aviation sector
- The Company works with aircraft types that are used for commercial purposes and also with aircrafts that are used for military operations as well as business jets

Remuneration details:

- A training allowance of £500 a month will be provided to assist with accommodation and subsistence costs.

More details: <http://www.placement-uk.com/ops/job.php?id=1425&job=Structural-Designer>

Placement Opportunity

Reference:	TIA 6 - 210
Job Title:	Avionics Electrical Designer
Company Description:	Aerospace Design
Location:	West Midlands
Stay duration:	6 months
Start Date:	As soon as possible

Job Description:

This is a great opportunity for a Mechanical Engineering Student. You will be working with the Companies Structural Designers; your role will consist of the production of CAD Models and drawings for equipment/parts. The drawings will be used as a part of the Aircraft installation designs. The process will involve using data from equipment installation manuals and drawings.

Your work will then be expanded to include mounting of components and following the Companies design procedures and use of mounting hardware.

Your tasks will be, but are not limited by:

- Producing electrical drawings
- Research into regulation and guidance materials
- Design reports related to airworthiness of electrical/avionics design
- Creating training manual for future student

Essential requirements:

- Excellent English, written and spoken
- Studying Avionics or system engineering degree or similar
- Strong MS Office experience
- Positive attitude and Team Player
- Strong organisational skills and communication skills

Desirable attributes:

- Aeronautical Based Degree and previous experience in a similar role or environment

Company activity:

- The Company is an approved Design & Production Organisation in the aviation sector and works with aircraft types used for commercial purposes, as well as military aircrafts and business jets

Remuneration details:

- A training allowance of £500 a month will be provided to assist with accommodation and subsistence costs.

More details: <http://www.placement-uk.com/ops/job.php?id=1426&job=Avionics-Electrical-Designer>

MARKETING / SALES

Placement Opportunity

Reference:	CLH 1 - 208
Job Title:	Portuguese Customer Sales Support
Company Description:	Mobile Communications Provider
Location:	York
Stay duration:	6 months
Start Date:	As soon as possible

Job Description:

- Provide excellent Customer Service to ensure that the retention of customers is a priority within all aspects of this role
- Sales Administration process of customers
- Take incoming calls and convert them to sales orders as appropriate
- Support the Sales Team to assist them in the day to day administration of their customers accounts

Main Duties:

1) Customer First

- Provide Customer First Service to all Customers
- Deal with all Customer Contacts (by telephone, online or email) according to the departments SLA's
- Assist with the resolution of customer queries or complaints as per the departments SLA and help with other customer issues as and when required
- Escalate any customer issues / complaints immediately to management, when potential problems occur
- Work with other departments i.e. Sales and Operations to ensure Customer First is delivered
- Make courtesy calls to follow up on activities and ensure customer retention and identify future sales opportunities

2) Sales Administration

- Input RAs (rental agreements) on a daily basis by ensuring orders are on the system ready for despatch in a timely manner
- Contact customers by telephone with RA queries e.g. confirming credit card details, obtaining full delivery address etc
- Check / monitor the sales email inboxes and online orders throughout the day, and process / action
- Liaise with the Sales Team to ensure customer orders are created with accuracy when queries arise
- Confirm the RAs to the customer by email and send product instructions, or a link to where they can be downloaded as appropriate
- Ensure that the company systems / Contact management system are complete accurately and completely
- Organise work levels effectively and in an organised manner

3) Inbound Sales Activity, (phone, email or online)

- Respond to all inbound Sales activity Calls and convert to an order, ensuring that the full range of products and services are promoted and explained to Customers
- Assist with written quotations to customers same day and update sales administration / contact manager systems accurately
- Ensuring that competitive rates are advised to customer requirements and product availability
- Liaise with the Operations department regarding timescales for the despatching and multiple orders to ensure customer requirements are met
- Pass on any relevant leads to the sales team and advise management of any competitor activity

4) Sales policies and procedures, i.e. Company Credit policy

- Adhere to company procedures, at all times

Essential requirements:

- Native Portuguese
- Fluent English both spoken and written
- Studying a relevant degree in Business or similar
- Experience within a Sales Office / Customer Services Experience in selling / working with a technology based solution
- Knowledge of the telecommunications industry
- Accurate and efficient administration
- Professional Telephone manner – able to communicate clearly and concisely to business / corporate customers
- Excellent communication skills (Verbal and Written) phone calls emails etc to customers and internal communication
- Customer First focused - Excellent customer care qualities
- Excellent rapport building skills
- Commercial acumen / Business Aware
- Proficient in Microsoft office – Word, Excel, Outlook

Desirable attributes:

- Ability to recognise a sales opportunity
- Ability to successfully close a sale over the telephone

Company activity:

- Mobile Communications Provider

Remuneration details:

- A training allowance of £800 a month will be provided to assist with accommodation and subsistence costs.

More details: <http://www.placement-uk.com/ops/job.php?id=1424&job=Portuguese-Customer-Sales-Support>

Placement Opportunity

Reference:	RIG 4 - 204
Job Title:	Journalist Placement Student
Company Description:	Property Industry
Location:	London
Stay duration:	6 months
Start Date:	As soon as possible

Job Description:

This exciting placement is working for a magazine and website for people in the overseas property industry. They write to inform and entertain anyone selling homes to people in different countries. That could be British people selling London houses to Russians or Chinese, Spanish estate agents selling Costa Blanca apartments to British retirees, Americans selling homes near Disneyland to Brazilians. They write about holiday homes, investments, student homes, retirement properties. We cover design, building, business, economics, tourism, PR, marketing, employment, technology, mortgages, architecture, sales and much more.

The magazine goes out in a printed or online version to 110,000 people all over the world. There is also print a Chinese-language edition. They also put on exhibitions in the UK and Singapore. They have an industry-leading website with daily news stories and newsletters, and a full range of social media.

The office is based in their very classy offices in Richmond, London and are very sociable.

The role would be ideal for someone with journalism or creative writing skills. You will be writing advert text, text for promotional emails, writing copy for various marketing materials.

Essential requirements:

- You are fluent in English both spoken and written
- This placement requires an immediate start. Please only apply if you are available to start in the next three to four weeks
- You want to be a marketing or social media professional
- You are English speaking, excellent at grammar
- You take an interest in the world around you, including travel and politics
- You can work in the London office. (We can help with travel expenses)
- You are an undergraduate studying a related degree

Desirable attributes:

- Experience in a similar role preferred

Remuneration details:

- A training allowance of £500 per month will be provided to assist with accommodation and subsistence costs

More details: <http://www.placement-uk.com/ops/job.php?id=1421&job=Journalist-Placement-Student>

Placement Opportunity

Reference	ACA 3 - 195
Job Title:	Marketing Executive
Company Description:	Educational Institution
Location:	Nottinghamshire
Start Date:	ASAP

Job Description:

This is a unique opportunity for a one-year paid internship for an enthusiastic student looking for a varied marketing role to gain fantastic experience. The role will be working within a rapidly expanding team with an ambitious and challenging marketing strategy in place for 2014. To help reach and surpass these targets, they require a marketing assistant to help support the Marketing Manager with all areas of the marketing mix. As a marketing assistant, you will be responsible for creating consistently high-quality content to be used both online and offline, as well as playing a key role in the maintenance of all social channels. Additional marketing activities will also be required from the assistant throughout the year on an ad-hoc basis. They are looking for an enthusiastic and dedicated person to join our friendly team that has a real passion for all things related to marketing.

Key responsibilities will include:

- Outstanding written and spoken English
- Apply social media skills and knowledge to the various different channels
- Carry out in-depth and detailed competitor analyses
- Produce in-depth digital marketing reports
- Perform daily marketing administration tasks
- Update web content, Produce all work to a high standard of literacy and Demonstrate strong brand advocacy
- Ability to work on own initiative as appropriate
- Undertake any reasonable task required by your manager or the directors

Essential Requirement:

- Outstanding written and spoken English
- Studying a pure Marketing Degree
- Some working experience gained within a U.K business
- Competence in Microsoft Office
- Team player, Good time management and Strong communication skills
- Good numerical skills as well as ability to work independently and as part of a team
- Keen eye for detail and Well organised

Desirable Attributes:

- Experience working in marketing and Knowledge of interior design

Remuneration Details:

- A salary of £12950 for the 12-month period (paid in monthly instalments) will be provided

More details: <http://www.placement-uk.com/ops/job.php?id=1414&job=Marketing-Executive->

Placement Opportunity

Reference:	FOF 7 - 205
Job Title:	Sales, Marketing & Office Administrator
Company Description:	Manufacturer of handmade nature, nostalgic and educational gifts
Location:	London
Stay duration:	6 months or longer
Start Date:	As soon as possible

Job Description:

The successful candidate will work alongside the Owner in a varied role that will provide an excellent all round insight into the way a company operates.

The candidate will be involved in all aspects of administering the business, from researching the marketplace to responding to enquiries from interested customers.

Some of the expected functions include:

- Managing the company's presence on social media and updating CRM database
- Developing and maintaining relationships with customers in UK and USA and distributors in Europe
- Processing sales orders received via telephone, email and website
- Updating production schedules to fulfil sales; ordering components from suppliers
- Maintaining customer records
- Overseeing of Purchase Ledger
- Assisting at Trade Shows, meeting existing and potential clients
- Customer service queries
- Managing the office in the absence of the owner
- General office administrative functions inc. correspondence, telephone reception work etc
- Ad hoc duties as required

Essential Requirements:

- Fluent written / spoken English
- Interest and knowledge of marketing and business
- Computer literate – MS Office
- Flexible and accurate
- Outgoing personality – good sense of humour
- Good communication skills
- Able to work on own initiative or as part of a team
- Confident and self motivated

Desirable attributes:

- Empathy with the company ethos and product range
- Experience in a similar role or environment will help though not essential

Company activity:

- The company is a small, family owned business designing and manufacturing quality gift ware with a nature and educational theme for over 20 years.
- New products are constantly being conceived, produced and tested to extend their product range of over 100 original gifts.
- The company plans to significantly increase its trade into Europe, targeting the French and German speaking markets.
- They operate with a small staff, from an old mill building in Selkirk on the banks of the Ettrick, 30 miles South of Edinburgh

Remuneration details:

- A training allowance of £595 a month will be provided to assist with accommodation and subsistence costs.

More details: <http://www.placement-uk.com/ops/job.php?id=1422&job=Sales,-Marketing-&-Office-Administrator->

Placement Opportunity

Reference:	HOM 6 - 189
Job Title:	German Speaking Export Marketing Assistant
Company Description:	Home furnishings manufacturer & importer
Location:	West Midlands
Stay duration:	6 to 12 months
Start Date:	As soon as possible

Job Description:

Although a placement position, this role is important to the continuing development and expansion of the Company into export markets. Working under the supervision of the Managing Director to actively develop sales for Germany. Tasks and responsibilities will include:

- Telephone order processing to existing customers and new prospects in Germany and UK
- Market research and website administration
- Translate brochures, web-sites, price lists, documentation and assist with production of marketing material for Germany
- Occasional overseas travel may be required (expenses paid)
- Other general office or administrative tasks, as required

Essential requirements:

- Very good English – written & spoken
- German language skills – to a very high level
- Studying a Marketing degree or a Business degree with Marketing as a major element
- Good computer skills – MS Office and good knowledge of internet
- Excellent interpersonal and telephone skills
- Confident & able to work independently as required

Desirable attributes:

- Italian language skills will be a huge benefit
- Interested in import and export
- Experience in a similar role or environment will help though not essential

Company activity:

- The Company manufactures imports and distributes quality home furnishings. It is a British Company with its own manufacturing unit in India, along with a series of associate manufacturers.
- They also have a joint venture in China. Their product range includes high grade bedding, rugs, bath mats, door mats, hardwood furniture and nursery textiles
- The Company has been in the business of home textiles for over 20 years and has a world wide customer base. Customers include retail and hotel groups, importer distributors and contract furnishers.

Remuneration details:

- A training allowance of £700 per month will be provided to assist with accommodation and subsistence costs

More details: <http://www.placement-uk.com/ops/job.php?id=1402&job=German-Speaking-Export-Marketing-Assistant>

Placement Opportunity

Reference:	PUK 26 - 198
Job Title:	Marketing & Sales Assistant
Company Description:	European student placement organisation
Location:	Kenilworth, Warwickshire
Stay duration:	6 months
Start Date:	30 th June 2014

Job Description:

This is an opportunity to gain excellent experience within a dynamic, market-leading small business.

This is a real job, with real responsibilities. You will receive comprehensive training as the Assistant Manager of Marketing & Sales, and then work together with the senior management and directors to search for and to train the next student.

It will suit a student looking to gain experience across a wide range of business areas.

Specifically:

- Marketing and E-marketing: making proposals and executing targeted e-mail marketing campaigns to students, universities and clients (using GroupMail Pro and MailChimp)
- Identify and implement ways in developing our presence with social media such as Facebook, Twitter, LinkedIn
- Preparing and sending out weekly student newsletter, weekly university newsletter and bi-monthly marketing campaigns
- Finding new ways to reach students, universities and clients by researching our competitors activity, university activity etc
- Contacting clients to offer information about our services
- Researching new business opportunities using a variety of different resources available to us and schedule tasks for senior account manager and sales manager to follow up
- Plan and implement with the senior management and directors a schedule of marketing activity to be carried out during the placement, present this to the whole team. This schedule can include suitable promotions, offers etc
- Carrying out student searches for specific roles advertised
- Responsibility for updating and managing the University database
- Identify and update key information from universities such as update data on courses available, term times, key periods for placement searches etc
- General marketing and office administration management
- Generally assisting and working closely with the senior management and directors and other team members
- Many other day to day duties
- The successful candidate will work in a relaxed semi-formal office environment
- We are a small company that works as a close team, and we get involved in everything
- You will also receive training and further your skills in contemporary office software (MS Office, Adobe Photoshop, GroupMail Pro and Mailchimp) by the outgoing student before they finish their placement
- Maintain and update training manual when necessary

Essential requirements:

- Excellent written and spoken English
- Fluent in second European language
- Ideally studying for a Masters or Undergraduate degree in Marketing or Business Administration with a specialisation in Marketing
- Good understanding of Social media, SEO, Google, Facebook etc
- Strong Marketing skills – familiar with research techniques
- Excellent attention to detail
- Confident telephone manner and willingness to contact clients, universities and candidates on the telephone
- Ability to work professionally, quickly and accurately whilst under pressure
- Ability to communicate with accuracy and clarity in both verbal and written communications.
- Good understanding of MS Office, Excel, Internet etc is very important
- Must be a team player and enjoy working with other people
- Bright enthusiastic personality
- Self-motivation

Desirable attributes:

- Some experience in a marketing and/or administration
- An interest in a small business
- Previous experience in sales/ customer service
- Previous experience in a commercial office/business environment would be an advantage
- Any knowledge of design software such as photoshop would be useful

Company activity:

- The company is Placement UK - the leading European Undergraduate Placement Organisation that arranges work placements in UK companies for students who must complete a placement as part of the degree course
- It is a dynamic and evolving consultancy looking for a key team member to help it develop further
- The students taken in excess by the company have gone on to enjoy well paid, exciting careers in Europe and throughout the world.

Remuneration details:

- The successful candidate will receive a cash allowance of £700 (GBP) per month.
- The successful candidate will be provided with accommodation in Kenilworth. This is at a locally competitive rate of between £300 and £350 per month plus share of bills. The flat will be shared with up to 3 other international placement students and is very close to your place of work. This will be compulsory.

More details: <http://www.placement-uk.com/ops/job.php?id=1326&job=Marketing-&-Sales-Assistant>

Placement Opportunity

Reference:	BNM 1 - 147
Job Title:	Sales & Marketing Manager
Company Description:	Promotional Product Supplier
Location:	West Midlands
Stay duration:	6 months or longer
Start Date:	As soon as possible

Job Description:

Researching and implementing an in depth Sales and Marketing strategy for the company.

Using the full spectrum of Social Media and Sales and Marketing techniques to increase the awareness of the company and achieve an acceptable level of sustainable ongoing actual orders for the company. Actual Results with orders must be achieved for the company in this Exciting Industry.

The Candidate will be an important part of the organization as being a start up company with new expensive machinery in place to for fill large volumes of orders with the intension of becoming a market leading company in this personalization and customization of clothing, uniforms and promotional product supplier to a varied and vast range of individuals and organizations in the UK. This position would suit an individual who likes a challenge with a proactive "Can Do" attitude and does not like to fail!!

Essential requirements:

- Excellent English - written & spoken
- This placement requires an immediate start. Please only apply if you are available to start in the next three to four weeks
- Excellent IT skills, MS Office, Adobe Photoshop
- Sales and Marketing knowledge to move the company forward in exponential growth
- Studying a relevant degree
- Highly motivated and driven

Desirable attributes:

- Previous Sales and Marketing related experience

Company activity:

- We are a start up company with BIG Ambitions to becoming a major player in the Customisation, Personalisation of clothing, uniforms and promotional products using embroidery and printing with the intention of supplying a vast market. The market consists of Schools, Colleges, Universities, Organisations, Clubs, Pubs, Teams, SME's, Corporations etc.

Remuneration details:

- A salary of circa £600 a month will be provided to assist with accommodation and subsistence costs.

More details: <http://www.placement-uk.com/ops/job.php?id=1375&job=Sales-&Marketing-Manager>

Placement Opportunity

Reference:	LAM 1 -178
Job Title:	Business Development Executive
Company Description:	Events / Entertainments industry
Location:	Edinburgh
Stay duration:	12 months
Start Date:	As soon as possible

Job Description:

This exciting and unique new role has arisen working within the entertainments industry.

The company are looking for an outgoing individual keen to get into events management. They are a busy outdoor activities provider who have just moved into larger offices. They need to expand the team who take bookings and develop new areas of income. You will be accurately creating individual events, taking bookings for events and developing new target markets.

If you are hardworking but enjoy a fun and fast paced environment this role would be ideal!

Essential requirements:

- Excellent English, written and spoken
- Studying for a relevant Masters or Degree
- Ambitious, highly organised and outgoing personality
- Commercial and financial understanding
- Good computer skills – MS Office, Internet
- Previous experience in sales

Desirable attributes:

- Experience of CRM an advantage but not essential as training given

Company activity:

- Entertainments and Events provider

Remuneration details:

- A training allowance of £700 a month will be provided to assist with accommodation and subsistence costs.

More details: <http://www.placement-uk.com/ops/job.php?id=1396&job=Business-Development-Executive>

Placement Opportunity

Reference:	EEG 1 - 96
Job Title:	Marketing Assistant
Company Description:	Lamp and Light Fitting Supplier
Location:	Glasgow
Stay duration:	6 months
Start Date:	As soon as possible

Job Description:

- manage and coordinate all marketing, advertising and promotional activities
- conduct market research to determine market requirements for existing and future products
- analysis of customer research, current market conditions and competitor information
- develop and implement marketing plans and projects for new and existing products
- expand and develop marketing platforms
- manage the productivity of the marketing plans and projects
- monitor, review and report on all marketing activity and results
- determine and manage the marketing budget
- deliver marketing activity within agreed budget
- report on return on investment and key performance metrics
- develop pricing strategy

Essential requirements:

- Native or near-native level in English
- MS word, Excel, Power Point
- Excellent written and verbal communication skills
- Formal presentation skills

Desirable attributes:

- Problem analysis and problem solving
- Strategic thinking
- Adaptability
- Creativity
- Organization and planning
- Any business and market-related experience is preferred.

Company activity:

- We are a lamp and light fitting supplier in UK
- We are on a B2B business model to supply Electrical wholesalers across the country
- Now we are developing our Ecommerce site, hence the position will involve in online marketing strategy development as well.

Remuneration details:

- Allowance of £600 a month will be provided to assist with accommodation and subsistence costs.

More details: <http://www.placement-uk.com/ops/job.php?id=1329&job=Marketing-Assistant>

IT

Placement Opportunity

Reference:	YAL 2 - 203
Job Title:	Digital Marketing Executive
Company Description:	Mobile App Development Company
Location:	London
Stay duration:	6 months
Start Date:	As soon as possible

Job description:

This is an exciting position for an up and coming entrepreneurial business based in London. This is a rare opportunity to be part of an extremely promising and ambitious business from the start, and make significant impact. It is critical that the candidate is comfortable working in an unstructured, early startup environment where their own initiative and ideas will be key to a successful placement.

Key Tasks:

Improve the company's search engine performance (organic), as well as PPC (pay-per-click) strategy; manage social media accounts (Facebook, Pinterest, Tumblr, Google+, maybe Twitter); manage website content; content writing; customer support.

Main objective: to get the company to rank at the top in organic search among competitors.

Essential requirements:

- Native level English both spoken and written
- Experience of: Wordpress, SEO, copy writing, social media, pay-per-click strategies.

Desirable attributes:

- Experience in a similar role preferred

Company activity:

- Mobile App Development Company

Remuneration details:

- A training allowance of £750 per month plus travel costs around London.

More details: <http://www.placement-uk.com/ops/job.php?id=1420&job=Digital-Marketing-Executive>

Placement Opportunity

Reference:	LRB 1 -187
Job Title:	Graphic Design / IT executive
Company Description:	Fashion Industry
Location:	North London
Stay duration:	6 to 12 months
Start Date:	As soon as possible

Job Description:

This is exciting position is working for a company in the Fashion/ Clothing industry who supply their products to large UK retailers.

They are looking for candidates who have a varied skill set in Graphic design as well as having strong IT skills

Essential requirements:

- Fluent English written and spoken
- This placement requires an immediate start. Please only apply if you are available to start in the next three to four weeks
- Excellent communication skills
- Studying a relevant degree in Graphic design / IT
- Professional attitude
- Proven graphic design capabilities
- Experience of maintaining a web page
- Excel literacy required

Desirable attributes:

- Magento experience is beneficial
- Previous experience in a office environment would be an advantage
- Any web related market (including SEO) experience/knowledge will be looked upon favourably

Company activity:

- Fashion / Clothing industry

Remuneration details:

- A training allowance of £700 a month will be provided to assist with accommodation and subsistence costs.

More details: <http://www.placement-uk.com/ops/job.php?id=1401&job=Graphic-Design/-IT-executive>

Placement Opportunity

Reference:	CLB 5 - 143
Job Title:	Back end Web Developer
Company Description:	Online Accounting
Location:	London
Stay duration:	6 - 12 months
Start Date:	As soon as possible

Job Description:

This is an exciting and rare opportunity to work for a successful accounting business. You will be helping to expand and improve on their existing set of products.

Such as:

- Flagship accounting product
- UK Payroll software
- HR holiday and employee management
- Document storage and OCR software
- Accountant business directory

You will be working on core business software and will be expected to quickly pick up their custom MVC framework which is used throughout all their apps.

Essential requirements:

- Excellent English skills both verbal and written
- Very strong communication skills
- Experience in using all of the following software PHP (OOP) / git / MySQL / Javascript / CSS3 /HTML5
- Problem solving/analytical thinking
- Strong team player

Desirable attributes:

- XML/SOAP and SASS

Company activity:

- This company is a start up tech organisation and is in the process of growing incredibly quickly! The team of 18 members are dynamic, hard working and enthusiastic pushing the system and the company to establish itself and grow even more!
- The company has recently become a plc, and drive to encourage crowd funding from customers and other visitors of the site has been a recent push within the organisation. This new push has brought on new sign - ups and a lot more enquiries through various partner channels that we support.
- We are looking for a team player who is able to take their own initiative to work on their own and take responsibility for their own tasks and challenges.

Remuneration details:

- Allowance of £700 a month will be provided to assist with accommodation and subsistence costs.

More details: <http://www.placement-uk.com/ops/job.php?id=1371&job=Back-end-Web-Developer>

Placement Opportunity

Reference:	LAM 2 -179
Job Title:	Web Developer
Company Description:	Events/Entertainments Industry
Location:	Edinburgh
Stay duration:	12 months
Start Date:	As soon as possible

Job Description:

This exciting and unique new role has arisen working within the entertainments industry. The company are looking for an outgoing individual keen to get into events management. They are a busy outdoor activities provider who have just moved into larger offices. They need to expand the team who take bookings and develop new areas of income.

You will be accurately creating individual events, taking bookings for events and developing new target markets. If you are hardworking but enjoy a fun and fast paced environment this role would be ideal!

Essential requirements:

- Excellent English, written and spoken
- Excellent written and spoken English
- Studying for a relevant Masters or Degree
- Confident telephone manner
- Ambitious
- Highly organised
- Outgoing personality
- Commercial and financial understanding
- Good computer skills – MS Office, Internet
- Previous experience in sales

Desirable attributes:

- Good communicative skills to use with staff customers and suppliers
- Knowledge of e-commerce

Company activity:

- Entertainments and Events provider

Remuneration details:

- A training allowance of £700 a month will be provided to assist with accommodation and subsistence costs.

More details: <http://www.placement-uk.com/ops/job.php?id=1397&job=Web-Developer>

Placement Opportunity

Reference:	CLB 4 - 142
Job Title:	Web Designer
Company Description:	Online Accounting
Location:	London
Stay duration:	6 - 12 months
Start Date:	As soon as possible

Job description:

You will be working on the constant development of all company applications. With the recent revamp of the application theme they would like to expand the team to involve more designers. Your main role will be to improve the UI of the applications to enhance the aesthetics, flow and usability of the system for their users. You will be working closely with the design and development team, so it is important that you work well collaboratively. In the case of an interview, please have a portfolio ready which includes examples of final products and working sketches.

Essential requirements:

- Excellent English skills both verbal and written
- Very strong communication skills
- Designer with previous experience in user interface design
- Portfolio with examples of high quality and logical design
- Good sense of information hierarchy
- Fast learner
- Ability to follow guidelines but can also come up with original ideas and solutions
- Good research skills
- Ability to think as the user and apply that to the design
- Experience with Adobe Photoshop and illustrator
- User interface design for online or offline applications
- Experience in collaborative projects

Desirable attributes:

- UX knowledge
- Front end and back end knowledge
- Typography and grid system

Company activity:

- This company is a start up tech organisation and is in the process of growing incredibly quickly! The team of 18 members are dynamic, hard working and enthusiastic pushing the system and the company to establish itself and grow even more!
- The company has recently become a plc, and drive to encourage crowd funding from customers and other visitors of the site has been a recent push within the organisation. This new push has brought on new sign - ups and a lot more enquiries through various partner channels that we support.

Remuneration details:

- Allowance of £700 a month will be provided to assist with accommodation and subsistence costs.

More details: <http://www.placement-uk.com/ops/job.php?id=1370&job=Web-Designer>

BUSINESS ADMINISTRATION /MANAGEMENT

Placement Opportunity

Reference:	CCP 1 - 190
Job Title:	Customer Service and Telesales Executive
Company Description:	Specialist product supplier / Distributor
Location:	North East England
Stay duration:	6 months
Start Date:	As soon as possible

Job description:

This is an exciting and unique role working for a leading supplier of specialist consumer goods.

The role involves the following tasks:

- Take customer orders by obtaining and verifying information
- Provide product/service information by answering questions and offering assistance
- Outbound calls to existing accounts and prospects to introduce brands and potentially open new accounts
- Locate potential business deals by contacting potential partners
- Discovering and exploring opportunities
- Determine requirements by working with customers (retail)
- Maintain relationships with clients by providing support, information, and guidance
- Researching and recommending new opportunities
- Answer enquiries by clarifying desired information, locating, and providing information utilising in house systems
- Fulfil requests by clarifying desired information
- Complete transactions and forwarding requests
- Sell additional services by recognising opportunities to up
- Sell accounts and explaining new features
- Maintain customer database by entering information and updating contact log
- Enhance organisation reputation by accepting ownership for accomplishing new and different requests
- Exploring opportunities to add value to job accomplishments

Essential requirements:

- Fluent English written and spoken
- Fluent in either Danish / Swedish or German Languages (ideally a high proficiency in all these languages)
- This placement requires an immediate start. Please only apply if you are available to start in the next three to four weeks
- Strong Computer literate MS Office and fully proficient in Excel)
- Customer Focus
- Customer Service
- Data Entry Skills
- Great telephone manner
- Excellent Communication skills
- Excellent at Building Relationships with people
- Previous experience in office environment - preferably internationally

Desirable attributes:

- Problem Solving
- Multi-tasking
- Sales Experience
- Net Suite or SAGE

Remuneration details:

- A training allowance of £600 a month will be provided to assist with accommodation and subsistence costs.

More details: <http://www.placement-uk.com/ops/job.php?id=1403&job=Customer-Service-and-Telesales-Executive->

Placement Opportunity

Reference:	PUR 2 - 173
Job Title:	Italian Speaking Export Assistant
Company Description:	Manufacturers
Location:	London
Stay duration:	6 to 12 months
Start Date:	As soon as possible

Job description:

An exciting new placement has arisen for an export assistant. The company are a well established manufacturing company.

Help to open up new export markets within the plastics industry selling B2B. The role will include: Marketing, database management and joint sales calls.

Hours of work will be from Monday to Friday from 09:00am to 17:00pm

Essential requirements:

- Excellent written and spoken English
- Native Italian written and spoken
- Studying for a relevant Masters or Degree in either Plastics or Chemistry OR Marketing with a knowledge/interest of the Plastics / Chemistry industry
- Confident telephone manner
- Ambitious
- Logical and methodical approach
- Outgoing personality
- Technically minded and have a good understanding of technical words
- Good computer skills – MS Office, Internet

Desirable attributes:

- Previous experience would be useful but not essential
- Any knowledge of Polymer Plastics would be an advantage

Company Details:

- The Company develops products that create objects of fixed cross-sectional profiles and they also have a manufacturing process by which hollow plastic parts are formed.

Remuneration details:

- A training allowance of £685 a month will be provided to assist with accommodation and subsistence costs. No travel costs or travel costs to/from work will be reimbursed.

More details: <http://www.placement-uk.com/ops/job.php?id=1393&job=Italian-Speaking-Export-Assistant>