

**EMCDDA's Traineeships – 2016 exercise**

Traineeship number	Envisaged task	Most suitable profile	Unit	Starting period	Paid or unpaid	Status
TR/ADM/FMS/06	<p><b>SUPPORT TO FINANCIAL MANAGEMENT SECTOR</b>                      Based within the Administration unit, this traineeship will support the mapping and updating of the EMCDDA processes and workflows for financial and procurement/contracts management.</p>	<p>Degree on matters relating to the envisaged tasks. Excellent written EN and very good computer skills.</p>	ADM/FMS	1st half 2016	Unpaid	OPEN