

EMCDDA's Traineeships – 2017 exercise

Traineeship number	Envisaged task	Most suitable profile	Starting period	Paid or unpaid
2017/TR/EXO	<p>SUPPORT TO CORPORATE PLANNING, MONITORING AND REPORTING Support to the implementation of the projects related to the annual planning cycle of the EMCDDA: preparation of the SPDs, the GRA, the regular monitoring exercises, as well as to the development of the management information system (MIS)</p>	<p>Degree on matters realating to the envisaged tasks and experience in project management support (ideal profile: project assistant). Excellent written EN and very good computer skills (Excel in particular).</p>	1st half 2017	non paid