

EMPLOYER INFORMATION	
NAME OF ORGANISATION	Ad Futurus Foundation
ADDRESS	Vörösmarty street 3/A III. floor 7.
POSTAL CODE	1074
CITY	Budapest
COUNTRY	Hungary
TELEPHONE	0036203346150
E-MAIL	info@adfuturus.hu
WEBSITE	www.adfuturus.hu
NUMBER OF EMPLOYEES	3
SHORT DESCRIPTION OF THE COMPANY	Ad Futurus is a Hungarian based public benefit organization specialized in deepening international relationships. Ad Futurus' activities are organizing forums, social events trainings, conferences, international exchange programmes and study trips, and publishing of information materials.

CONTACT DETAILS	
CONTACT PERSON	Peter Popal
DEPARTMENT / FUNCTION	Founder
DIRECT TELEPHONE NUMBER	0036203346150
E-MAIL	info@adfuturus.hu
OTHER	-

PLACEMENT INFORMATION	
DEPARTMENT / FUNCTION	Market research department
DESCRIPTION OF ACTIVITIES AND TASKS	<ul style="list-style-type: none"> - Participating in the development of the communication of the Ad Futurus: website, newsletter, emails, social media - writing and designing promotion materials - taking over responsibilities for his own projects - working as a team member

LOCATION	Budapest
START DATE	Flexible – any time from February 2013
DURATION	3 months up to 12 months
WORKING HOURS PER WEEK	30-35 hours/week
HELP WITH FINDING ACCOMMODATION	Yes
PAYMENT OR OTHER BENEFITS	monthly public transportation, meal tickets
OTHER	- creative working atmosphere - international work experience

REQUIREMENTS	
REQUESTED PROFILE OF THE ERASMUS STUDENT (fields of studies, completed years of studies, other professional requirements)	Communicative, creative & independent way of working Good sense of marketing and communication 1 completed year (2 semesters) is needed
ORAL AND WRITTEN LANGUAGE SKILLS AND LEVEL OF SKILLS REQUIRED	Fluent English (oral and written) + another language is required
COMPUTER SKILLS AND LEVEL OF SKILLS REQUIRED	Knowledge of Microsoft Excel, Word, Power Point
DRIVER'S LICENSE	Not required
OTHER	Knowledge of Social Media (Facebook, Twitter)

Other	
APPLICATION DEADLINE	20 th of December 2013
REQUIRED DOCUMENTS (CV, motivation letter, etc.)	CV and Motivation letter in English
HOW TO APPLY?	by email: info@adfuturus.hu During the application process we will do a skype interview

Please return this form by email to erasmusplacement@tpf.hu