



Undersigned **Viktor KOCZKA**, president of the Student Union in the Faculty of Health Sciences of the University of Pécs (PTE ETK), accordingly to the Constitution of PTE EHÖK, I announce

PTE ETK STUDENT UNION 2018. APPLICATION

for the following positions:

- Training Centre in Pécs: **Foreign university student's mentors (maximum 20)**
- Training Centre in Pécs: **Communication and Marketing rapporteur**
- Training Centre in Pécs: **Program Organizer rapporteur**

(1) The Foreign university student's mentor of the PTE ETK Student Union is someone helping the integration of the first year foreign students and directly responds and reports to the Foreign university student's league rapporteur, closely cooperates with the International Office.

The required competences:

- Intermediate English language knowledge for speaking with the students
- ability for self-sufficient work, proactive personality
- excellent problem-solving ability
- empathy, helpfulness
- adaptability

(2) The Communication and Marketing rapporteur of the PTE ETK Student Union is someone managing and providing the actuality of the public online pages of the PTE ETK Student Union.

The required competences:

- ability for self-sufficient work, proactive personality
- skillful user of online pages (Facebook, Instagram)
- creativity, adaptability
- open-minded, innovative thinking

(3) The Program Organizer rapporteur of the PTE ETK Student Union is someone responsible for the organization of the events and programs, for providing the administrative background, the coordination and the field transactions.

The required competences:

- ability for self-sufficient work, proactive personality
- skillful user of office softwares
- excellent problem-solving ability
- precise, accurate work
- good communication ability
- adaptability

(4) The criterion of the application for the election is to submit adequate application documents according to the invitation to tender.

(5) The application must contain:

- a registration form,
- a valid certificate of student status (can not be older than 15 days),
- the curriculum vitae of the applicant,
- a motivational letter,
- the applicant must validate every page of the application with his/her signature.

(6) Submission period related to the application personally and via mail: 18 May 2018 - 12:00

(7) The applications can be submitted personally, or via mail at the following address: **7621 Pécs, Szepesy Ignác utca 1-3. (PTE ETK HÖK office), addressed to Viktor Koczka, president of the Student Union in PTE ETK.**

(8) Applications can be submitted electronically as well, sent to hok@etk.pte.hu email address, by naming the position in the subject of the email.

(9) The president of the Student Union – on those domestic and overseas training places obligated to appoint vice-president and rapporteurs where the training place – in October of the current year – according to headcount statistics – the activated students are minimum 100. (...)

(10) Only those candidates can be elected who submitted validate application on time, attend on the audition of the PTE ETK Student Union and handed in a written application paper (for Foreign university student's mentors just audition is necessary). About the appointment of the audition and the subject of the written application paper we send an email later to the email address represented on the registration form.

(11) If any of the application conditions is not fulfilled, it causes the refuse of the application without supply of defficiency.

Viktor KOCZKA
University of Pécs
Faculty of Health Sciences
Student Union
President