

## 4595 - Customer Service, Reservations and Logistics Internship in Barcelona, Spain

Location:	Barcelona, Spain
Languages:	Spanish (Intermediate) and English (Advanced)
Fields:	Business
Extra benefits:	Salary of 200-300 €.

### Description:

Our collaborator is a medium-size real estate company based in the city center of Barcelona. They are offering accommodation assistance for more than 10 years. They are a young and ambitious team which is working professionally to assist customer for their visit to Barcelona. Now, they decided to expand their multilingual team of young professionals.

### Tasks:

You will be working with a variety of tasks from customer service via phone and e-mail, handling reservations, various admin tasks, cross-selling, coordinating and helping the check-in team, coordinating cleaning and maintenance and handling ad hoc tasks.

### Requirements:

- English fluent and intermediate Spanish
- open-minded and socially confident
- able to work in a team but also the ability to work independently and under stress
- comfortable with computers and smartphones

**Internship hours:** 40 hours a week

**Benefits:** 300 € per month

**Duration:** Min 5 months

## 4566 - Customer Support Internship in Barcelona, Spain (French+Spanish)

Location:	Barcelona, Spain
Languages:	Spanish (Advanced)
Extra benefits:	Salary of +500 €.

### Description:

#### Company description

Our collaborator is an e-commerce company growing to become an international marketplace for the best-personalized t-shirts and on-demand printing products. With 700,000 original designs related to TV-Series, Movies, Video games and Pop-Culture along with high-quality artwork, a key objective for the company is to improve its market strength in international markets.

You will be part of the customer service team of the company, whose mission is to guarantee the communication and management of user's doubts, both online and through telephone.

#### Tasks:

- Respond to doubts, requests for changes, returns and refunds in a professional manner.
- Communicate with customers by phone, chat or email.
- Use chat to help users with navigation, doubts about purchases and choice of sizes and designs.
- Manage tickets (within the Freshdesk internal system) within a defined period of time.
- Help back office to facilitate the launch of "conflicting" orders (such as size problems, images, stock breakages etc.) which involve consulting with customers for possible changes.
- Manage requests for changes
- Collect and classify information about returns and incidents in order to improve quality control.

#### Requirements:

- Fluent in French and Spanish (at least B2)
- Proactive, customer oriented and with excellent communication skills
- Pay attention to detail
- Understand and preserve the objectives of the company when it comes to customer service policies and procedures.
- Ability to learn new technologies and tools

#### Benefits:

600-800 euros per month

Full-time position, 9-17 (Flexible)

Minimum 4 months

Possibility of incorporation, depending on the student's performance

Be part of a young, dynamic, fun, creative and proactive team.

#### Location:

Badalona, Barcelona

**4556 - Operations assistant in a business club and real estate organization in Madrid Center.**

<b>Location:</b>	Madrid, Spain
<b>Languages:</b>	Spanish (Intermediate) and English (Advanced)
<b>Fields:</b>	Business, Hospitality / Tourism
<b>Extra benefits:</b>	Salary of +500 €.

**Description:**

Our collaborator is a new type of real estate business which combines accommodation with services for their tenants which are normally business owners / freelancers who move temporarily to Madrid to work in their projects. They have a business club / coworking as well as housing for the people who go to work. They are looking for an operations intern to join their team.

The ideal candidate would be multifunctional working in the areas of revenue management, customer service, housekeeping management, maintenance, and general administration.

**Tasks**

- Revenue management: Booking requests, questions and clarifications, check-ins and updating calendar.
- Contact with customers prior to their arrival making all the necessary arrangements
- Apartment Check-ins: an explanation of the apartment as well as information on the surrounding area
- Point of contact during guest stay in Madrid
- Deal with any maintenance requests
- Coordinate weekly cleaning service and apartment changeovers
- Manage stock level for cleaning products and rooms amenities
- Coordinate linen deliveries
- Final check of apartments before customers arrive
- Customers reviews at the end of stays
- Review and allocate revenues and costs associated with areas of responsibility
- Prepare user manuals specific to each apartment
- Develop a standard list of recommendations in the neighborhood

**Requirements**

- Tourism/Hospitality or related studies
- Experience in hotels or serviced apartments is a plus
- A 'Can-Do' attitude, is eager to help out
- A genuine love of meeting and engaging with people
- English (other languages will be a plus) and Spanish B1-B2. Other languages are a plus.
- Good communication skills
- Warm and welcoming personality
- Will require some weekend and after hours work
- Strong Organizational skills
- Basic accounting and financial knowledge
- Basic social media skills
- Minimum of 3 months

**Benefits:**

500 € / months

Possibilities to join the team after the internship.

## 4554 - Front office, Reception and PR Internship in Seville, Spain

Location:	Sevilla, Spain
Languages:	Spanish (Intermediate) and English (Intermediate)
Fields:	Hospitality / Tourism, Digital marketing
Extra benefits:	Salary of 200-300 €.

### Description:

#### Company description

Our collaborator is a company providing an online platform with a wide range of holiday apartments and houses for rent in Andalusia. The company is now looking for an intern to join their team in the beautiful city of Sevilla to help with customer support tasks, reception of clients and online marketing.

#### Tasks:

- Reception and check-in/check.out.
- Customer service by mail and phone.
- Assisting in the marketing plan elaboration for the growth and development of the platform.
- Blogging in English and/or French

#### Requirements

- English fluent and at least B1 Spanish
- Knowledge of French is considered as a plus
- Organised and motivated
- Enthusiastic
- Minimum 3 months

#### Benefits

300€ monthly, net

#### Working hours

35h/week

## 4531 - Reception Internship in a hostel in Granada, Spain

Location:	Granada , Spain
Languages:	Spanish (Beginner) and English (Intermediate)
Fields:	Languages, Hospitality / Tourism
Extra benefits:	Salary of 100-200 €. Includes accommodation.

### Description:

Our collaborator is a Hostel located in the historic Albaicin neighborhood, in a restored 17th-century Andalusian building next to the Alhambra. They are customer oriented being really important for them the customer care and the relation with the guests. Their staff is fun and close, making the stay of their customers as good as possible.

As a Reception assistant, you will have to get involved in many different tasks, whilst remaining positive and keeping a smile on your face when dealing with customers. We really believe that this will be a really good experience to get to know the different hostel working areas.

### Main tasks:

- Checking guests in and out
- Handle face-to-face inquiries from customers
- Answering all of the calls promptly in a courteous and efficient manner
- Basic concierge assistance
- Planning and organizing group arrivals
- Day to day processing and input of group reservations while following hotel reservations policy
- Maintaining a positive selling approach to maximize yield in both occupancy and rates
- Liaising with other departments to prepare for group arrivals
- Assisting the Front office with closing accounts

### Requirements:

- Fluent in English and at least A2 Spanish
- Able to provide a training agreement

### Schedule:

Monday till Sunday, 2 days off per week  
Two different shifts: 8-16, 16-24

### Benefits:

- 100€ net per month
- Accommodation is provided in a shared flat (mix gender flat). Students need to share a room (max 3 people in a room, only girls or only guys)
- Breakfast.
- Internet is also provided as well as living expenses as water, electricity, etc..

## 4522 - Reception and F&B Assistant in a Hotel in Granada, Spain (Intermediate Spanish)

Location:	Granada , Spain
Languages:	Spanish (Intermediate) and English (Intermediate)
Fields:	Languages, Hospitality / Tourism
Extra benefits:	Salary of 100-200 €. Includes accommodation.

### Description:

Our collaborator is a Hotel located in the city center of Granada. They are customer oriented being really important for them the customer care and the relation with the guests. Their staff is fun and close, making the stay of their customers as good as possible.

The hotel has a modern and colorful concept which makes it one of the accommodations with more personality and charm of the city.

As a Reception (60%) and Food and Beverage assistant (40%), you will have to get involved in many different tasks, whilst remaining positive and keeping a smile on your face when dealing with customers. We really believe that this will be a really good experience to get to know different hotel working areas.

### Main tasks:

- Assist with the preparation of Breakfast during the morning
- Tidying breakfast area
- Checking guests in and out
- Handle face-to-face inquiries from customers
- Answering all of the calls promptly in a courteous and efficient manner
- Basic concierge assistance
- Planning and organizing group arrivals
- Day to day processing and input of group reservations while following hotel reservations policy
- Maintaining a positive selling approach to maximize yield in both occupancy and rates
- Liaising with other departments to prepare for group arrivals
- Assisting the Front office with closing accounts

### Requirements:

- Fluent in English and at least B1 Spanish
- Able to provide a training agreement

### Schedule:

Monday till Sunday, 2 days off per week

Two different shifts: 8-16, 16-24

2 days per week assisting with the breakfast preparation from 8-12 and then with Reception and Customer Management tasks

3 days per week only Reception and Customer Management tasks

### Benefits:

- 100€ net per month
- Accommodation is provided in a shared flat (mix gender flat). Students need to share a room (max 3 people in a room, only girls or only guys)
- Breakfast.
- Internet is also provided as well as living expenses as water, electricity, etc..

## 4504 - Front desk and hospitality internship in a really nice hostel in Seville, Spain

<b>Location:</b>	Sevilla, Spain
<b>Languages:</b>	Spanish (Intermediate) and English (Intermediate)
<b>Fields:</b>	Hospitality / Tourism
<b>Extra benefits:</b>	Includes accommodation. breakfast + expenses (electricity, water, internet...)

### Description:

Our collaborator is a hostel in Seville city center which offers a great service to young travellers, offering an extremely well located hostel and nice service and facilities. They have customers from all around the world, and it is extremely important for them to maintain a great environment.

### Tasks:

As a Reception and Customer relationship management member of a hostel, you will have to get involved in many different tasks, whilst remaining positive and keeping a smile on your face when dealing with customers. We really believe that this will be a really good experience to get to know different hotel areas.

### Main tasks

- Develop customer service policies and procedures
- Handle face-to-face enquiries from customers
- Checking guests in and out
- Basic concierge assistance
- Planning and organizing group arrivals
- Day to day processing and input of group reservations while following hotel reservations policy
- Maintaining a positive selling approach to maximise yield in both occupancy and rates
- Liaising with other departments to prepare for group arrivals
- Assisting the Front office with closing accounts
- Answering all of the calls promptly in a courteous and efficient manner

### Requirements

- Fluent in English
- Open to operate in different shifts Morning, Afternoon, Night, depending on the candidate.
- Intermediate Spanish.

### Benefits

Housing + breakfast is offered to interns. All expenses are also covered, electricity, internet, water...  
Housing is shared with other employees/interns so you need to agree with that (same gender)

## 4441 - Bar Internship in 5\* Boutique Hotel in Lanzarote, Canary Islands

Location:	Lanzarote, Spain
Languages:	English (Advanced)
Fields:	Languages, Business, Hospitality / Tourism
Extra benefits:	Salary of 200-300 €.

### Description:

Our collaborator is a 5\* Boutique Hotel in Lanzarote (Canary Islands). The hotel is designed for the most discerning travelers and it stands as a peaceful and relaxing oasis in one of the main tourist resorts of the island. It has 81 rooms modernly equipped and furnished with breathtaking views onto the Atlantic Ocean.

They are currently looking for students with a major in business, languages or hospitality (preferred), interested in an exciting career in the field of hospitality and to gain practical experience while developing their skills with leaders in the field.

### Tasks:

- Serving customers
- Serving breakfast, lunch, and dinner
- Preparing drinks

### Requirements:

- Minimum 3 months
- Good level of English
- Knowledge of Spanish is considered a plus
- Studies related to Hospitality, Languages, Business or something related

### Benefits:

325 euros per month  
Accommodation shared in a flat (not mixed gender). The flat is located 20 minutes away with the bus from the Hotel.  
Lunch and dinner

## 4440 - Kitchen Internship in 5\* Boutique Hotel in Lanzarote, Canary Islands

Location:	Lanzarote, Spain
Languages:	Spanish (Intermediate)
Fields:	Hospitality / Tourism
Extra benefits:	Salary of 200-300 €.

### Description:

Our collaborator is a 5\* Boutique Hotel in Lanzarote (Canary Islands). The hotel is designed for the most discerning travelers and it stands as a peaceful and relaxing oasis in one of the main tourist resorts of the island. It has 81 rooms modernly equipped and furnished with breathtaking views onto the Atlantic Ocean.

They are currently looking for students with studies related to gastronomy to join their team and gain practical experience.

### Tasks:

- Kitchen basics tasks under the supervision of the departure manager such as being responsible for conducting the most basic cooking operations such as cutting food, food preparation, customer service, buffet replacing.

### Requirements:

- Minimum 3 months
- Good level of Spanish
- Studies related to Gastronomy

### Benefits:

325 euros per month  
Accommodation shared in a flat (not mixed gender). The flat is located 20 minutes away with the bus from the Hotel.  
Lunch and dinner

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## 4401 - Human resources assistant

<b>Location:</b>	Sevilla, Spain
<b>Languages:</b>	English (Advanced)
<b>Fields:</b>	Human resources, Business

### Description:

Spain Internship was established in 2010 by highly motivated internationals. We offer internships and traineeships services for students and graduates worldwide. Spain Internship Student Agency is proud to be a young innovative and ambitious company which strives to find the right interns for the right company. We are constantly trying to extend our programs, to make the experience abroad for everyone as good as possible. You can be a part of this process, by helping us in our office.

### Tasks:

#### Human resources

- Interviewing possible candidates
- Evaluating their qualifications regarding the positions
- Revising the candidates CVs to ensure a good match with the company

#### Customer service

- This is done via email, phone and Skype
- Using the CRM system to ensure a good information flow
- Maintenance of the databases

#### Online marketing

- Creating social media content (Facebook, Twitter, Google+ and LinkedIn)
- Initiate contact via social media
- Manage social media accounts

#### Market research

- Arranging possible collaborations
- The student's interest can influence this task

### Requirements:

- Good level of English
- Spanish would be a plus
- Open and friendly
- Able to work in a team

**Benefits:** Unpaid, possibility to apply Erasmus+ scholarship from your university

### Internship hours:

38h/week, from Monday-Friday

### Location:

Seville, Spain

## 4392 - Brokering internship in Valencia, Spain

Location:	Valencia, Spain
Languages:	Spanish (Advanced)
Extra benefits:	Salary of 100-200 €.

### Description:

Our collaborator is a brokering/trading company with presence in South and Central America and in Valencia, Spain. They trade various commodities within agriculture, marine fuel and metal. They established in 2016 and they are still in the early phase. They are looking for potential buyers and sellers of commodities in Europe and Africa to connect them with their stakeholders in Latin America.

The company is currently looking for an intern to support with the daily duties.

#### Tasks:

- Make analysis and research of the markets we are working with.
- Find new business possibilities actively and speak with clients globally on daily basis.
- Prepare marketing materials such as one-pagers, user manuals and other materials related to our projects and clients.
- Translate materials into Spanish.
- Different kind of scheduling, planning and performance tracking.
- Willing to participate in business travels if needed.
- General office assistance.

#### Requirements:

- Good level of English
- Spanish fluent
- Minimum stay 5 months

#### Other requirements:

- Driven individual.
- Entrepreneur spirit and ambitious.
- Curious.
- Commercial minded.
- Well-spoken verbally and written.

#### Benefits:

- Interns with the availability to join the company after the internship will be preferred.
- Schedule 9-17h
- 150€ - 550€/monthly depends on the candidate

## 4376 - Customer Service & Marketing

Location:	Barcelona, Spain
Languages:	Spanish (Intermediate) and English (Advanced)
Fields:	Business, Digital marketing
Extra benefits:	Salary of 100-200 €.

### Description:

Our collaborator is an online operating company that is renting out apartments in central Barcelona. This internship is an ideal opportunity to gain insight into a new and different market.

Are you looking for a chance to learn more about the real estate business? Do you want to increase your experience in Marketing and customer relations? Or are you just looking for a chance to have an internship in an enthusiastic and international team.

#### Tasks:

- Customer service tasks associated with the hospitality industry
- Marketing and online marketing activities
- Introduction to the sales management
- Some translation tasks
- Some administration tasks

#### Requirements:

- Very good knowledge of English
- At least communicative Spanish
- Good knowledge of word, excel
- Good knowledge of social media
- Interest in tourism/hospitality industry/ sales and marketing in tourism
- Customer service skills
- Open-minded attitude and interest in the hospitality industry
- Willingness to have contact with people from different nationalities

#### Internship hours:

20h per week (mainly afternoons)

#### Benefits:

200€/ month

#### Duration:

Minimum 3 months

## 4306 - Reception and F&B Assistant in a hostel in Granada, Spain

Location:	Granada , Spain
Languages:	Spanish (Beginner) and English (Intermediate)
Fields:	Languages, Hospitality / Tourism
Extra benefits:	Salary of 100-200 €. Includes accommodation.

### Description:

Our collaborator is a Hostel located in the historic Albaicin neighborhood, in a restored 17th-century Andalusian building next to the Alhambra. They are customer oriented being really important for them the customer care and the relation with the guests. Their staff is fun and close, making the stay of their customers as good as possible.

As a Reception (60%) and Food and Beverage assistant (40%), you will have to get involved in many different tasks, whilst remaining positive and keeping a smile on your face when dealing with customers. We really believe that this will be a really good experience to get to know the different hostel working areas.

### Main tasks:

- Assist with the preparation of Breakfast during the morning
- Tidying breakfast area
- Checking guests in and out
- Handle face-to-face inquiries from customers
- Answering all of the calls promptly in a courteous and efficient manner
- Basic concierge assistance
- Planning and organizing group arrivals
- Day to day processing and input of group reservations while following hotel reservations policy
- Maintaining a positive selling approach to maximize yield in both occupancy and rates
- Liaising with other departments to prepare for group arrivals
- Assisting the Front office with closing accounts

### Requirements:

- Fluent in English and at least A2 Spanish
- Able to provide a training agreement

### Schedule:

Monday till Sunday, 2 days off per week

Two different shifts: 8-16, 16-24

2 days per week assisting with the breakfast preparation from 8-12 and then with Reception and Customer Management tasks

3 days per week only Reception and Customer Management tasks

### Benefits:

- 100€ net per month
- Accommodation is provided in a shared flat (mix gender flat). Students need to share a room (max 3 people in a room, only girls or only guys)
- Breakfast.
- Internet is also provided as well as living expenses as water, electricity, etc..

## 4274 - Customer Support Internship in Barcelona, Spain (Spanish+English)

Location:	Barcelona, Spain
Languages:	Spanish (Advanced) and English (Advanced)
Extra benefits:	Salary of +500 €.

### Description:

#### Company description

Our collaborator is an e-commerce company growing to become an international marketplace for the best-personalized t-shirts and on-demand printing products. With 700,000 original designs related to TV-Series, Movies, Video games and Pop-Culture along with high-quality artwork, a key objective for the company is to improve its market strength in international markets.

You will be part of the customer service team of the company, whose mission is to guarantee the communication and management of user's doubts, both online and through telephone.

#### Tasks:

- Respond to doubts, requests for changes, returns and refunds in a professional manner.
- Communicate with customers by phone, chat or email.
- Use chat to help users with navigation, doubts about purchases and choice of sizes and designs.
- Manage tickets (within the Freshdesk internal system) within a defined period of time.
- Help back office to facilitate the launch of "conflicting" orders (such as size problems, images, stock breakages etc.) which involve consulting with customers for possible changes.
- Manage requests for changes
- Collect and classify information about returns and incidents in order to improve quality control.

#### Requirements:

- Fluent in Spanish and English (at least B2)
- Proactive, customer oriented and with excellent communication skills
- Pay attention to detail
- Understand and preserve the objectives of the company when it comes to customer service policies and procedures.
- Ability to learn new technologies and tools

#### Benefits:

600-800 euros per month

Full-time position, 9-17 (Flexible)

Minimum 4 months

Possibility of incorporation, depending on the student's performance

Be part of a young, dynamic, fun, creative and proactive team.

#### Location:

Badalona, Barcelona

## 4269 - Reception internship, Malaga

Location:	Malaga, Spain
Languages:	Spanish (Intermediate) and English (Intermediate)
Fields:	Hospitality / Tourism
Extra benefits:	Salary of 200-300 €.

### Description:

Our collaborator is a leisure travel company from Málaga, letting out the best holiday flats in metropolitan Málaga and Torremolinos. With over 60 fully furnished and equipped flats, they are currently looking for people to join their team.

The company have two vacancies available, the first a Marketing internship and the second a Reception internship.

#### Reception internship

##### Main tasks:

Customer Support.

Welcome to clients, check in/ checkout.

Accompany clients to their apartments.

##### Requirements:

Essential command of the English language and basic level of Spanish

A third language is recommended, although not necessary.

Minimum 3 months

40h/week

##### Benefit:

300€ monthly

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## 4251 - Social media and business administration in Barcelona, Spain

Location:	Barcelona, Spain
Languages:	Spanish (Advanced) and English (Advanced)
Fields:	Business, Hospitality / Tourism
Extra benefits:	Salary of 200-300 €.

### Description:

Our collaborator is a touristic related services company in Barcelona, which is now expanding to other major cities across Europe. They are a dynamic, creative and supportive team working together in a start up environment. Ideally you will have existing sales experience, but the main priority is having the right attitude as they provide thorough training. Energy is key – upbeat, enthusiastic and driven individuals.

### Tasks

- Handling social media channels.
- Providing support in the office to the managers, helping with the business tasks
- Customer service, invoicing, channels, business development...)

### REQUIREMENTS:

- Excellent communication skills
- English and Spanish
- Is incredibly organised – efficiency is key
- Is a natural talker
- Is smart, accurate and reliable
- Is confident speaking to potential clients
- Is excited about using new technology to transform an industry

### BENEFITS:

350 € per month

## 4248 - Sales and Business Development in Barcelona

<b>Location:</b>	Barcelona, Spain
<b>Languages:</b>	English (Advanced)
<b>Fields:</b>	Business
<b>Extra benefits:</b>	Salary of 200-300 €.

### Description:

Our collaborator is an online operating company in Barcelona. They are offering a platform where people can find apartments all over the world. You will be working with the marketing director of the company and help with the daily activities. We will give you everything you need to know about marketing on the B2B level (online and offline Marketing).

### Tasks:

- In charge of taken any incoming calls from clients.
- Initial qualification of client leads
- Report write-ups on initial calls.
- Answering the Chat-Bot.
- Controlling parts of the CRM system and assisting with reporting.
- Reaching out and following up with certain clients.
- Meeting assistance - Organising room selection and note taking.
- Assist the Account Management and Sales team with different tasks, such as checking deals or invoices. ● Helping with daily office management tasks.

### Requirements:

- Good level of English
- French or Spanish is a plus
- Learning Agreement
- Minimum 5 months

### Internship hours:

35 hours/week

### Benefits:

300€ / month  
Gym discounts.  
Office located in sunny Barcelona and close to main metro stations.  
Possibility to join the company as an employee after the internship period.

## 4233 - Apartment Management Internship in Barcelona. Spain

Location:	Barcelona, Spain
Languages:	English (Advanced)
Fields:	Hospitality / Tourism
Extra benefits:	Salary of 100-200 €. Spanish courses

### Description:

Our collaborator is a medium size real estate company based in the city centre of Barcelona. They are offering accommodation assistance for more than 10 years. They are a young and ambitious team which is working professionally to assist customer for their visit Barcelona. Now, they decided to expand their multilingual team of young professionals. They are looking to fill in few positions described below.

#### Tasks:

- check in and out
- customer service
- answering to phone calls
- have a contact with customers in person
- informing about tours and tickets
- managing maintenance staff
- proceeding bookings
- managing channels and prices
- marketing tasks
- administrative work

#### Requirements:

- Business English fluent, preferably but not necessarily one more language
- open minded and socially confident
- able to work in team but also ability to work independently and under stress
- comfortable with computers and smart phones

Internship hours: 40 hours a week

Benefits: 150 € per month and free Spanish lessons

After fourth month the salary is increased every month for 50 € until the maximum of 450€

Duration: minimum 5 months

## 4212 - Human Resources and Sales internship, in Barcelona, Spain

Location:	Barcelona, Spain
Languages:	English (Advanced)
Fields:	Human resources, Business
Extra benefits:	Salary of 200-300 €.

### Description:

Our collaborator is a company, specialised in cultural exchange programs in the United States. They offer positions for students, to do their internship in hotels and restaurants.

#### The requested tasks are:

- Assist HR and sales department
- To sustain and grow partnerships within schools
- Help with recruitment of the candidates and track their process
- Answering all emails and Skype calls
- Assist in students visa administrative processes
- Research possible prospective markets
- Follow up with candidates already placed and international Career Fair Events

#### Requirements:

- Fluent English and strong writing skills
- Internationally minded
- Available 5 to 12 months internships

#### Benefits:

- 300€ per month

#### Location:

Barcelona

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## 4195 - Maintenance internship in a 5\* hotel in the city centre of Seville

<b>Location:</b>	Sevilla, Spain
<b>Languages:</b>	Spanish (Beginner) and English (Intermediate)
<b>Fields:</b>	Languages, Hospitality / Tourism
<b>Extra benefits:</b>	Salary of 200-300 €.

### Description:

Our collaborator is a 5\* Hotel located right in the city center of Seville. Being a reference in the whole country for its design, location and concept, the hotel is located in the historical Centre of Seville in front of the Cathedral and a couple of minutes away from the shopping streets.

The hotel is exclusive, having only 60 rooms of 5 different types. Every room is fully equipped and created with a different concept. The location is an amazing complex consisting of 7 restaurants, cocktail bars, wellness spa, outdoor swimming pool and a great big terrace.

#### Tasks:

- Masonry works
- Plumbing work (Basic knowledge)
- Electricity work (Mainly medium/high knowledge)

#### Requirements:

- Fluent English and at least A2 Spanish

#### Benefits:

- 250€

#### Duration:

Minimum 3 months, full time internship

## 4194 - Accounting internship in a shop inside a 5\* hotel in the city centre of Seville

<b>Location:</b>	Sevilla, Spain
<b>Languages:</b>	Spanish (Beginner) and English (Intermediate)
<b>Fields:</b>	Languages, Hospitality / Tourism
<b>Extra benefits:</b>	Salary of 200-300 €.

### Description:

Our collaborator is a 5\* Hotel located right in the city center of Seville. Being a reference in the whole country for its design, location and concept, the hotel is located in the historical Centre of Seville in front of the Cathedral and a couple of minutes away from the shopping streets.

The hotel is exclusive, having only 60 rooms of 5 different types. Every room is fully equipped and created with a different concept. The location is an amazing complex consisting of 7 restaurants, cocktail bars, wellness spa, outdoor swimming pool and a great big terrace.

#### Tasks:

- Recording of delivery notes
- Monthly closing of invoicing
- Recording of Transfers
- Recording inventories points of sale
- Request a quote

#### Requirements:

- Fluent English and at least A2 Spanish

#### Benefits:

- 250€

#### Duration:

Minimum 3 months, full time internship

## 4184 - Customer service internship in a 5\* Hotel in the city centre of Seville

Location:	Sevilla, Spain
Languages:	Spanish (Intermediate) and English (Intermediate)
Fields:	Languages, Business, Hospitality / Tourism
Extra benefits:	Salary of 200-300 €.

### Description:

Our collaborator is a well-known design hotel in the centre of the capital of Andalusia being a reference in the whole country for its design, location and concept. The hotel is located in the historical Centre of Seville in front of the Cathedral and a couple of minutes away from the shopping streets.

The hotel is exclusive, having only 60 rooms of 5 different types. Every room is fully equipped and created with a difference concept. The location is an amazing complex consisting of 7 restaurants, cocktail bars, wellness spa, outdoor swimming pool and a great big terrace

With this internship you will develop skills such as organization, responsibility and commercial skills. You will be immersed in a multilingual environment so you will be able to learn and practice languages.

#### Customer service:

- Customer care
- Tourism information
- Site Inspection Protocols
- Right kind of attitude and appropriate looks
- Knowledge and assistance to important meetings

#### Requirements:

- Fluent English.
- Intermediate Spanish

#### Benefits:

- 250€/month
- Minimum 3 months

## 4183 - Reception internship in a 5\* Hotel in the city centre of Seville

Location:	Sevilla, Spain
Languages:	Spanish (Intermediate) and English (Intermediate)
Fields:	Languages, Hospitality / Tourism
Extra benefits:	Salary of 200-300 €.

### Description:

Our collaborator is a well-known design hotel in the centre of the capital of Andalusia being a reference in the whole country for its design, location and concept. The hotel is located in the historical Centre of Seville in front of the Cathedral and a couple of minutes away from the shopping streets.

The hotel is exclusive, having only 60 rooms of 5 different types. Every room is fully equipped and created with a difference concept. The location is an amazing complex consisting of 7 restaurants, cocktail bars, wellness spa, outdoor swimming pool and a great big terrace

With this internship you will develop skills such as organization, responsibility and commercial skills. You will be immersed in a multilingual environment so you will be able to learn and practice languages.

#### Reception position:

- Check guests in and out
- Basic concierge assistance
- Plan and organize group arrivals
- Assist in cash advances, exchange money, check guest folios
- Commercial information to customers

#### Requirements:

- Intermediate Spanish and fluent English

#### Benefits:

- 250€/month
- Minimum 3 months

## 4180 - Food & Beverage Internship in Sevilla

Location:	Sevilla, Spain
Languages:	English (Intermediate)
Fields:	Hospitality / Tourism
Extra benefits:	Salary of 100-200 €. Includes accommodation.

### Description:

Our collaborator offers an Internship in hospitality based in Sevilla. As they are customer oriented, the customer care and the relation with the guests are very important to them. Currently they are looking for interns to join the team in the bar at the hostel. You will have many different tasks and face to face contact with the customers which a positive attitude is very important.

#### BAR STAFF POSITION

##### Main tasks

- Prepare drinks
- Take orders and serve drinks or snacks
- Dealing and interacting with Customer
- Tidying working space

##### Requirements

- Knowledge of drinks, food and cooking
- Ability in cooking
- Fluent English.
- Spanish is a plus
- Communication skills

##### Working hours:

40h / week

##### Benefits:

100€ + breakfast and accommodation (shared in a room with the other staff mix, mix gender)

## 4179 - Reservation Assistant in a 5\* Hotel in the city centre of Seville

Location:	Sevilla, Spain
Languages:	Spanish (Intermediate) and English (Intermediate)
Fields:	Business, Hospitality / Tourism
Extra benefits:	Salary of 200-300 €.

### Description:

Our collaborator is a well-known design hotel in the centre of the capital of Andalusia being a reference in the whole country for its design, location and concept. The hotel is located in the historical Centre of Seville in front of the Cathedral and a couple of minutes away from the shopping streets.

The hotel is exclusive, having only 60 rooms of 5 different types. Every room is fully equipped and created with a difference concept. The location is an amazing complex consisting of 7 restaurants, cocktail bars, wellness spa, outdoor swimming pool and a great big terrace

With this internship you will develop skills such as organization, responsibility and commercial skills. You will be immersed in a multilingual environment so you will be able to learn and practice languages.

#### Reservations position:

- Day to day processing and input of group reservations while following hotel reservations policy.
- Maintaining a positive selling approach to maximize yield in both occupancy and rates
- Liaising with other departments to prepare for a groups arrival
- Assisting the front office with the closing of accounts
- Answering all calls promptly in a courteous and efficient manner
- Ensuring all reservations are accurately carried out within the same working day
- Assisting in the front office as required, especially with guests checking in and checking out

#### Requirements:

Fluent in English and intermediate Spanish

#### Benefits:

- 250€/month

Minimum 3 months

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## 4169 - Kitchen internship in a 5\* Hotel in the city centre of Seville

Location:	Sevilla, Spain
Languages:	English (Intermediate)
Fields:	Hospitality / Tourism

### Description:

Our collaborator is a well-known design hotel in the centre of the capital of Andalusia being a reference in the whole country for its design, location and concept. The hotel is located in the historical Centre of Seville in front of the Cathedral and a couple of minutes away from the shopping streets.

The hotel is exclusive, having only 60 rooms of 5 different types. Every room is fully equipped and created with a difference concept. The location is an amazing complex consisting of 7 restaurants, cocktail bars, wellness spa, outdoor swimming pool and a great big terrace

With this internship you will develop skills such as organization, responsibility and commercial skills. You will be immersed in a multilingual environment so you will be able to learn and practice languages.

#### Kitchen position

- Gastronomic restaurant
- Marina/ Seafood and casual dining
- Main Kitchen
- Off-site Catering
- Pastry

#### Requirements:

- Fluent English

#### Benefits:

- 250€/month
- Minimum 3 months

## 4003 - Reception and Customer Support Internship in Granada, Spain

Location:	Granada , Spain
Languages:	Spanish (Beginner) and English (Intermediate)
Fields:	Languages, Business, Hospitality / Tourism
Extra benefits:	Salary of 100-200 €. Includes accommodation.

### Description:

Our collaborator is a modern and dynamic company renting fancy apartments in the city center of Granada, one of the most famous destinations for Erasmus students and an amazing city to live in! Their team consists of customer-oriented professionals placing high importance to customer satisfaction!

You will have specific learning objectives that will guide you in gaining an invaluable practical experience!

#### Tasks:

- Check in and check out
- Responsible for communicating with customers via phone, email, and in person
- If necessary, assist the web developer of the company with the translation of the website in different languages, the creation of content etc. (depending on the needs of the company)

#### Requirements:

- Fluent in English and at least A2 Spanish
- Able to provide a training agreement

#### Schedule:

Monday till Sunday, 2 days off per week  
Two different shifts: 8-16, 16-24

#### Benefits:

- 100€ net per month
- Accommodation is provided in a shared flat (mix gender flat). Students need to share a room (max 3 people in a room, only girls or only guys)
- Breakfast.
- Internet is also provided as well as living expenses as water, electricity, etc..

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### 3993 - Kitchen internship in 5\* Hotel and Spa Resort in Lanzarote

Location:	Lanzarote, Spain
Languages:	Spanish (Intermediate) and English (Intermediate)
Fields:	Hospitality / Tourism
Extra benefits:	Salary of 400-500 €. Includes accommodation. Meals

#### Description:

Our collaborator is a high quality 5\* Hotel Resort and Spa in Lanzarote (Canary Islands), which combines luxury with comfort and good service. Its location, facilities and luxury service, make this hotel one of the bests in the island!

They are offering to their interns the opportunity to gain invaluable experience, enjoyable working atmosphere with great team members and ability to meet people from all over the world!

Do you want to have a memorable experience that makes a before and an after in your professional development? Do not lose this opportunity!

#### Kitchen position

##### Tasks:

- Kitchen basics tasks under the supervision of the departure manager such as being the responsible for conducting the most basic cooking operations such as cutting food, food preparation, customer service, buffet replacing

- Good Spanish

##### Conditions:

- Accommodation and meals.
- 300€ monthly.
- 40h/week.

### 3864 - Guest Relations - Reception internship

Location:	Malaga, Spain
Languages:	Spanish (Intermediate) and English (Advanced)
Fields:	Events, Languages, Hospitality / Tourism

#### Description:

Our collaborator is a luxury rental accommodation in Marbella. Considering it one of the top sunny destinations in Spain, the company believes a great rental should take back to genuine customer service, high-end properties and real locals living next door.

We are looking for a warm welcome, a happy smile, a positive attitude, a pro-active person who is passionate about delivering excellence in guest service.

If you are looking for a unique opportunity to develop your professional skills in hospitality, then this company is your best option.

#### Responsibilities

- In charge of the guest relation since a reservation is confirmed until the departure.
- Send guests pre-arrival information and assist them with any need/doubts they may have via email, telephone, and WhatsApp.
- Coordinate check-ins at our office or in the house and make sure all information is well delivered and explained.
- In communication with housekeeping/maintenance to control those properties are clean/well prepared when the new guests are coming.
- In charge of keys collection and track the keys report guaranteeing all keys are controlled.
- Follow up daily calls and emails. Provide an answer within 24 hours.
- Responsible for the closing cashier
- Being knowledgeable of information on the properties and surrounding areas

#### Requirements

- Related studies or previous experience in the hospitality and tourism industry
- High level of English. Spanish intermediate
- Other languages as an asset
- Strong communication skill, pro-active, customer service oriented
- Driving license is essential (for our scooter)
- Professional appearance and manner
- Minimum 3 months internship

#### Internship benefits

500 € gross per month

#### Internship hours

40 hours per week changing schedules

#### Location

Puerto Banús, Marbella

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To apply, please go to <http://apply.spain-internship.com/>. Please write your university and coordinator name when applying.

### 3486 - Paid Customer service, administration and assistant in a leisure organization in Barcelona

Location:	Barcelona, Spain
Languages:	Spanish (Advanced) and English (Intermediate)
Fields:	Business, Hospitality / Tourism
Extra benefits:	Salary of 200-300 €.

**Description:**

Our collaborator is one of the largest escape room in Barcelona, which already has 8 different room opened to the public. They are looking for operators, who can lead those games and work with customers.

"Escape rooms" is a new concept of leisure which is getting more and more popular in Barcelona. Their games are very technological and well decorated. They have a wide range of thematic rooms, starting from Middle Age finishing to Future Spaceship.

Their main goal is to make people feel like being in a real story by making them main characters of their own "movie". This combination ensures that players will live an unforgettable adventure, and our task is to maximize this experience.

**Main tasks:**

- Receive the teams of players and explain the basic rules of the games
- Begin with an immersive introduction of the game via the interpretation a character
- Monitor and help players whilst they play in the room
- Charge customers
- Offer promotions for other games
- Management of bookings
- Customer service

**Requirements:**

- 40h / weekly
- Saturday and Sunday internship
- 2 free days during the week
- Minimum duration - 4 months
- Spanish - high / native level, English - medium / high level.
- Be confident with interacting with different people and putting on different voices whilst interpreting a character.

**Benefits**

- 200 euros / month
- Dynamic work in the center of Barcelona
- The opportunity to meet local people
- Learning from a sector that is growing

### 3198 - Bar and Restaurant Internship in a Panoramic Restaurant in the city centre of Seville

Location:	Sevilla, Spain
Languages:	Spanish (Beginner) and English (Intermediate)
Fields:	Languages, Hospitality / Tourism
Extra benefits:	Salary of 200-300 €.

**Description:**

Our collaborator is a 5\* Hotel located right in the city center of Seville. Being a reference in the whole country for it's design, location and concept, the hotel is located in the historical Centre of Seville in front of the Cathedral and a couple of minutes away from the shopping streets.

The hotel is exclusive, having only 60 rooms of 5 different types. Every room is fully equipped and created with a difference concept. The location is an amazing complex consisting of 7 restaurants, cocktail bars, wellness spa, outdoor swimming pool and a great big terrace.

**Tasks:**

- Preparation of cocktails and drinks
- Serving the guests

**Requirements:**

- Fluent English and at least A2 Spanish

**Benefits:**

- 250€

**Duration:**

Minimum 3 months, full time internship

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To apply, please go to <http://apply.spain-internship.com/>. Please write your university and coordinator name when applying.

## 3185 - Bar and Restaurant internship in 5\* Hotel and Spa Resort in Lanzarote

<b>Location:</b>	Lanzarote, Spain
<b>Languages:</b>	Spanish (Beginner) and English (Intermediate)
<b>Fields:</b>	Hospitality / Tourism
<b>Extra benefits:</b>	Salary of 400-500 €. Includes accommodation. Meals

### Description:

Our collaborator is a high quality 5\* Hotel Resort and Spa in Lanzarote (Canary Islands), which combines luxury with comfort and good service. Its location, facilities and luxury service, make this hotel one of the bests in the island!

They are offering to their interns the opportunity to gain invaluable experience, enjoyable working atmosphere with great team members and ability to meet people from all over the world!

Do you want to have a memorable experience that makes a before and an after in your professional development? Do not lose this opportunity!

### Bar position:

#### Tasks:

- Serving customers
- Serving breakfast, lunch and dinner
- Preparing drinks
- Bar service (the hotel offers an all-inclusive service) so also responsible for the beverage service, both day and night during the hotel internship hours.
- English and basic Spanish is required

#### Conditions:

- Accommodation and meals.
- 300€ monthly.
- 40h/week.

## 3071 - Reception and Customer management Internship in Valencia

<b>Location:</b>	Valencia, Spain
<b>Languages:</b>	Spanish (Intermediate) and English (Intermediate)
<b>Fields:</b>	Hospitality / Tourism
<b>Extra benefits:</b>	Salary of 100-200 €. Includes accommodation.

### Description:

Our collaborator is a high quality Hostels chain, based in Spain and the United States. Awarded by Tripadvisor during many years as the best hostels in Spain, they are customer oriented being really important for them the customer care and the relation with the guests. Their staff is fun and close, making the stay of the customers as good as possible.

### Reception and Customer relationship management position:

#### Tasks:

As a Reception and Customer relationship management member of a hostel, you will have to get involved in many different tasks, whilst remaining positive and keeping a smile on your face when dealing with customers. We really believe that this will be a really good experience to get to know different hotel areas.

#### Main tasks

- Develop customer service policies and procedures
- Handle face-to-face enquiries from customers
- Checking guests in and out
- Basic concierge assistance
- Planning and organizing group arrivals
- Day to day processing and input of group reservations while following hotel reservations policy
- Maintaining a positive selling approach to maximise yield in both occupancy and rates
- Liaising with other departments to prepare for group arrivals
- Assisting the Front office with closing accounts
- Answering all of the calls promptly in a courteous and efficient manner

#### Requirements

- Fluent in English
- Able to provide a training agreement
- Open to operate in different shifts Morning, Afternoon, Night, depending on the candidate.
- Some of the positions may require a certain level of Spanish.

#### Benefits

The internship is paid 100 € a month + Accommodation with the other staff and breakfast. Internet is also provided as well as living expenses as water, electricity, etc..

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To apply, please go to <http://apply.spain-internship.com/>. Please write your university and coordinator name when applying.

## 1087 - Paid 150 € Reception position in Barcelona, Spain

<b>Location:</b>	Barcelona, Spain
<b>Languages:</b>	Spanish (Intermediate) and English (Advanced)
<b>Fields:</b>	Hospitality / Tourism
<b>Extra benefits:</b>	Salary of 100-200 €.

### Description:

Our collaborator is a modern hostel located in the centre of Barcelona, close to the sea and all the nightlife spots. The staff wants to make the stay of the customers as good as possible. The company is now looking for motivated students to join their team. During this internship you will learn a lot of new skills about organization and responsibility.

**Position:** Receptionist

**Tasks:**

- Customer service
- Check in & check out
- Helping customers
- Administrative work (check & create reservations, e-mails contact to customers)
- Marketing (Social Media, communicate with guests, recommending places to eat)
- Accounting (review invoices and Visas)

**Requirements:**

- Fluent English and good Spanish
- Open to work in different shifts Morning - Afternoon - Night, depending on the candidate
- Able to provide a training agreement
- Communicative person

**Conditions:**

- 150 €/month
- Location: Barcelona
- Full time position
- Minimum of 2 months

## 556 - Bar internship in Seville, Spain

<b>Location:</b>	Sevilla, Spain
<b>Languages:</b>	Spanish (Beginner) and English (Intermediate)
<b>Fields:</b>	Business, Hospitality / Tourism

### Description:

Our collaborator is a luxury hostel chain, based in Seville, Madrid and Barcelona. Reviewed by its loyal customers as an unique and friendly hostel because of their staff, service and modern atmosphere. They are customer oriented which is really important for them as well as customer care and guest relations. Their staff is fun and close, making the stay of the customers as enjoyable as possible.

**Position:** Bar Assistant

**Tasks:**

- Serve in the bar of the hostel.

**Requirements:**

- Fluent in English
- Spanish at least A2
- Min. 2 months internship.
- Unpaid internship
- 30h/week.