



## Apply here

### Start date

Flexible within the next three months

### Duration

6 months

### Languages

Good spoken and written English levels are required (B2 onwards)

### Location

Bristol, England

Bristol is the largest city in the South West of England. It has a strong reputation for creativity, digital innovation, and social enterprise, and is the home of Oscar-winning Wallace and Gromit and urban artist Banksy. Offering a lively nightlife, bars and restaurants aplenty, musical diversity and many historical sites, in 2017, The Times newspaper voted it 'Best Place to Live in the UK'. ESPA has a thriving intern community in Bristol, so there is plenty of opportunity for socialising.

### Are you eligible?

Are you a registered student?  
Or

Are you eligible to participate in the Erasmus+ programme?

### Benefits

See website for details of all ESPA benefits. For all internships over 6 months, additional benefits will be paid. Details available at interview.

## Role

This is a fantastic opportunity for an enthusiastic student to gain valuable experience in project administration with this cutting-edge digital design and research agency. Mentored throughout, you will take early responsibility and assist in the management of key web design projects including all documentation to provide the Head of Project Management with commercial information allowing business decisions to be made. This post will provide a challenging, yet rewarding experience, with this leader in UX research and design.

## Tasks

- Producing and managing the flow of project documentation including action logs and weekly project budget reports
- Manage and document the host's 'Live Service' support process for live websites
- Booking in research participants for user testing with company UX consultants
- Manage larger Web projects when considered confident to do so

## Desired Skills

- Studying for a degree with a strong emphasis on project management
- Passionate about the digital industry
- Able to manage own workload
- Ability to work accurately and efficiently
- Excellent attitude to work
- Excellent communication skills

## The Host Company

The host is one of the largest independent strategic UX design agencies in Europe. Combining their expertise in psychology, user-centric design, accessibility and technology; they create ground-breaking digital experiences that make a measurable difference to the way people live, work and play. Their clients include, UNICEF, Liberty Global, Virgin Media Business, to name just a few. With over 100 employees spanning 3 European offices they are some of the most talented and creative individuals in the industry that live and breathe the company's ethos of 'Humanising Technology'. The host provides a friendly, fun environment to work in and even have 'Chief Happiness Officers' who are always coming up with little surprises to add to your day and organising social activities outside of work.