



[Apply here](#)

Start date

Flexible within the next three months

Duration

6 months

Languages

Native Portuguese speaker
Good spoken and written English levels are required (C1 onwards)

Location

Cardiff, Wales

Cardiff is the Capital city of Wales. It is a highly desirable and modern city to work and live, offering a bustling and exciting lifestyle of shopping, sport, high-tech industry and social experiences coupled with unrivalled countryside and a famously warm welcome.

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 a highly organised individual to take ownership of a project from start to finish. Mentored throughout, you will be part of a Medical Capacity Advancement Program for Portuguese speaking countries and will project manage the translation of a diabetes foundation course from English to Portuguese. This will include liaising with specialist medical translators, assisting with translation of the software User Interface (UI) support for Portuguese speaking customers and responsibility for the smooth running of the project. This will be a great opportunity to showcase your skills and will provide a solid, career boosting experience.

Tasks

- Work with the host's Learning Management System (LMS) to setup and configure a new diabetes course in Portuguese
- Liaise and co-ordinate with specialist medical translators
- Work with the localisation files (.po) and help translate the software User Interface (UI) to Portuguese
- Be the point of contact with customer commissioning the course
- Perform research and other marketing activities to support the marketing team
- Support business functions in translating and managing student enquiries
- Produce marketing material
- Collaborate with content team members

Desired Skills

- Excellent attention to detail
- Good analytical and problem-solving skills
- Personal organisation and business administration skills
- To work under own initiative and as part of a team
- Ability to work to strict deadlines.

The Host Company

The host company has been delivering high quality, flexible, medical education and continuous professional development across a range of healthcare professions since 2010, promoting lifelong learning and personal development. Their range of post graduate courses and learning resources is aimed at enriching the life and career of International healthcare professionals, creating leaders in the community. With graduates from over 70 countries, this host is still expanding and seeking dedicated students to help with their success and have a great work experience.