

European Project Manager Intern



What You'll Do

- Support Project Managers in the implementation and administration of EU-funded projects.
- Assist with project planning, coordination, and reporting activities.
- Participate in project meetings with local and international partners.
- Prepare meeting agendas, minutes, and follow-up actions.
- Conduct desk research and contribute to project deliverables.
- Assist with the organization of events, workshops, and training activities.
- Support communication and dissemination activities where required.
- Perform other project-related administrative tasks as needed.



What We're Looking For

- Eligible for an Erasmus+ traineeship grant.
- Bachelor's or Master's degree in Project Management, Public Administration, European Studies, Business Administration, Social Sciences or other relevant fields.
- Excellent command of the English language, both written and spoken. Knowledge of Greek would be considered an advantage.
- Strong motivation to learn and develop professionally in European project management.
- Interest in EU-funded programmes and international cooperation.
- Good organizational and communication skills.
- Ability to work independently as well as collaboratively within a team.
- Willingness to work in a fast-paced, multicultural environment.
- Familiarity with Microsoft Teams, SharePoint, Google Workspace or similar collaboration platforms.



Location
Nicosia, Cyprus



Duration
6 months (flexible)

**Interested candidates can send their CV
directly to info@csicy.com with the subject line
"CSI EU Intern - [Applicant Name]"**