

## TRAINEESHIPS 2025

### DEPARTMENT FOR VET AND SKILLS (DVS) PROJECT 'SKILLS INTELLIGENCE AND FORESIGHT'

#### **Ready to kick-start your career in an international environment?**

Cedefop, the EU agency based in Thessaloniki, offers **10-month traineeships** starting on **1 October 2025**.

**Apply by Thursday 5 June 2025 at 13:00 Greek time (CET+1)!**

#### **WHAT ARE THE SELECTION REQUIREMENTS?**

##### **ELIGIBILITY:**

You must fulfil all the following requirements on the closing date for applications:

- Be nationals of the Member States of the European Union or be EFTA citizens.
- Have successfully completed a post-secondary education of at least 3 years (minimum EQF 6 level): this includes Bachelor's degree, Master's degree, PhD, or equivalent qualifications; obtained within 3 years by the closing date for applications.
- Have at least C1 level of English.
- Have not already benefited from any kind of traineeship or employment (formal or informal, paid or unpaid) within a European institution or body for more than 6 weeks.

##### **ESSENTIAL PRESELECTION CRITERIA:**

- One of the qualifications above in economics, political science, sociology, business, public policy, or education sciences.
- Data handling and analysis skills.
- Advanced Microsoft Office skills.
- Collaboration and communication skills.

##### **DESIRABLE:**

- MA/MSc/PhD in social sciences, education science, or data analysis.
- Very good quantitative skills (data analysis).
- Applied statistics skills.
- Skills in development of data visualisations.
- Educational/training background and/or interest in labour market analysis/vocational education and training/skills.
- Interest and experience in working in a team.

#### **IS THIS TRAINEESHIP FOR YOU?**

We offer you a unique opportunity to join our team and contribute to our projects, with the support and guidance of a dedicated supervisor throughout your traineeship.

##### **PROJECT DESCRIPTION:**

You will support the Skills intelligence and foresight team, being involved in Cedefop's Skills intelligence work and in national reviews of skills anticipation and governance systems.

Your traineeship may also support tasks in the agency's [online job advertisements \(OJAs\)](#) and [skills forecast](#) lines of work.

##### **MAIN DUTIES AND LEARNING OUTCOMES:**

Skills intelligence:

- Support the analysis of Cedefop research on occupations, sectors and countries and support the dissemination of findings;
- Support analysis on skills relevant to the green transition;
- Support the updating and maintenance of the indicators in Cedefop's [Skills intelligence tool](#);
- Development of visualisations.

Skills anticipation and governance:

- Support the reviews of national skills anticipation and governance systems (e.g. literature review, thematic research, support with stakeholder surveys).