Would you like to gain professional experience in an international environment?

Cedefop, the EU Agency based in Thessaloniki, offers a 9-month traineeship starting on 16/10/2020.

### WHAT THE TRAINEESHIP IS ABOUT

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<th>Department / Service</th>
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| **Project description** | The trainee will be involved in skills forecasting where he/she will contribute to the analysis and dissemination of results. The traineeship will provide an opportunity for trainee’s professional development being involved in unique pan-European skills analysis projects. Concrete tasks would include:  
- Analysis of skills forecasting data and preparation of country summary tables;  
- Preparation of publications on country forecast developments;  
- Background data analysis and drafting parts of reports for the forecasting reference publication;  
- Supporting the presentation of forecasting data through Cedefop’s web portal and the Skills Panorama;  
- Analysis of other data, produced by the skill analysis team, and contribution to the dissemination process. |
| **Project outputs / outcomes** | Specific deliverables would include:  
- Series of country forecasting fiches;  
- Presentation of skills forecasting data in the web portal and the Skills Panorama;  
- Skills forecasting reference publication;  
- Organisational work for dissemination event.  
- Ad hoc contributions to various dissemination activities. |
| **The trainee’s main duties and tasks** | Data analysis:  
- Carry out data analysis and support data validation;  
- Assess the quality and robustness of results;  
- Produce ideas for further research.  
Assisting the publication process |
- Prepare figures and tables;
- Draft parts of reports presenting main findings and trends;
- Contribute to other activities within team
- Active participation at meetings;
- Propose ideas about how to best present the results.

**Expected learning outcomes**

- Obtain the knowledge of Cedefop’s skills supply and demand forecasting and other projects on the anticipation of skill needs;
- Understand the trends on the labour market in Member States and EU;
- Insights into means for data and forecast dissemination;
- Build expertise in data handling and in data analysis;
- Develop organisational skills for high level events.
- Work as part of a multidisciplinary and multicultural team within Cedefop

**ESSENTIAL REQUIREMENTS**

**Academic background**

- Have a Master’s degree in economics, econometrics or statistics
- Proven skills in labour market analysis, economic modelling and forecasting;
- Experience in data handling, statistical analysis;
- Experience in drafting reports and presenting in written research outcomes;
- Professional use of MS office products or equivalent is a pre-requisite.

**DESIRABLE**

**Experience/exposure**

- Understanding of education and training, labour market data and relevant classifications;
- Experience in publication activities;
- Experience in handling large datasets

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**For further information and on-line application please visit:**


**Deadline for the submission of applications 30/06/2020 at 15.00 Greek time (CET+1).**

**Only applications submitted on line will be accepted.**