

**From:** Grazia Martucci [mailto:[grazia.martucci@](mailto:grazia.martucci@)]  
**Sent:** Monday, February 17, 2020 6:15 PM  
**To:** Martino Santoro  
**Subject:** Apply for an internship - marketing department

Dears

I am Grazia Martucci, head of International Relations Department of Cultura e Dintorni. Cultura e Dintorni is an Italian agency, located in Italy, Martina Franca in Puglia region. The agency is dedicated to the management of European mobility projects, especially under Erasmus + programs, Youth Guarantee; to internship in companies for young people and training course for teachers; to the support work for European projects but also to tourism promotion and improvement of Puglia.

Cultura e Dintorni cooperates with several partners from all over Europe, with public organizations and private companies of Puglia that welcome young guests from all over Europe for training or internship.

We are pleased to offer to your students an internship position (1 to 6 months) from March 2020 in **Marketing department** with CULTURA E DINTORNI agency. The qualifications for the position are:

- knowledge of language (Spanish and/or English and/or Russian)
- strong communication, interpersonal and presentation skills
- proficient in MS Word and Excel
- positive attitude
- work cooperatively with a wide range of personalities
- motivated

Duties and responsibilities include:

- contacting institution to promote our company and services.
- Data entry
- Web network contents (Facebook, Twitter, Youtube)
- groups involvement activities (administration tasks, preparation of documents...)
- writing or translate texts

We can offer to the students a minimum amount to cover food and transfer costs. For further information please consult our facebook page at "Cultura e Dintorni".

I look forward to discussing this with you.

Should you need any further information, please do not hesitate to contact me.

Best regards

Grazia Martucci

**International Relations Department**

Tel. +39 366 2516872 | **+39 080 4117015**

[grazia.martucci@](mailto:grazia.martucci@)

[culturaedintorni@pec.it](mailto:culturaedintorni@pec.it)

**PIC: 948495780**

**ID: E10033010**

Via G.Fanelli n. 14, 74015 Martina Franca (TA) - ITALY

skype: culturaedintorni (Martina Franca)

[www.culturaedintorni.org](http://www.culturaedintorni.org)