

**1. DETAILS OF THE COLLABORATING INSTITUTION**

Department:	<b>Tourism</b>	Company field:	<b>Travel Agent</b>
Position available:	<b>Travel Agent</b>	Location:	<b>Valencia</b>
Size of the company: Less than 15 workersX / Between 15 and 35 / Between 35 and 100 / More than 100 workers			
Company profile <b>The company is one of Spain's leading travel agencies. It caters for both personal and business clients, and has its own website and online booking system, offering a wide range of services including flights, hotels, package holidays, and car rentals.</b>			

**2. DETAILS OF THE INTERNSHIP PROGRAM**

Dates available:	<b>From May to October</b>	Minimum length:	<b>8 weeks</b>
Nº of hours at week:	<b>40</b>	Schedule:	<b>09.30 – 13.30 and 16.30 – 20.30</b>
Language required 1:	<b>Spanish</b>	Language required 2:	<b>English</b>
Amount provided:	<b>No</b>	Number of posts:	<b>1</b>

Studies required: **Tourism**

Job description: **The student will be responsible for all aspects of sales work – training, sales research, telephoning, reservations management and monitoring....**