

UK China Graduate

Work Experience Programme

EC Harris – 2 Project Manager Internship Opportunities

Based:	London & Milton Keynes	Salary:	£16,000-£22,000 pro rata depending on location and length of internship
Start date:	March 2008	Duration:	26 weeks

EC Harris is a leading international consultancy and operates within the real estate, infrastructure and construction sectors. EC Harris brings together professional skills, processes and information to successfully deliver all aspects of a capital project. They also advise on initial investment through each stage of construction to occupation and day-to-day operations. EC Harris has 40 offices worldwide and employs over 3,000 people, annual group turnover is in excess of £200 million.

Responsibilities

- To provide support in the delivery of projects and professional assignments.
- To be able to take a simple brief from a more senior member of staff and act upon it.
- To deliver elements of Project Management assignments under the supervision of more senior members of staff
- To provide all work outputs in an accurate and timely manner.
- Be a team player.
- To provide general support to the team.
- Presentable and articulate.

*Training will be provided where necessary.

Requirements

- A passion for project management and construction, and a demonstrated interest in a career in this area, shown through academic studies and/or previous work experience
- Be studying for or have attained a Bachelors or Masters degree in construction/construction related subject.
- Fluent reading, written and spoken English – TOEFL minimum score of 580, IELTS – 6.5.
- Good interpersonal skills - including ability to seek advice and guidance where necessary and to work independently and as part of a team.
- Demonstrated ability to take ownership of tasks and project ensuring delivery and overcoming challenges and setbacks.
- Knowledge of Microsoft Word, Excel, and PowerPoint.
- Ability to manage own tasks through to conclusion
- Excellent teamworking skills.
- Pro-active approach
- Able to maintain total confidentiality at all times
- A flexible attitude
- Able to manage priorities

To apply for these opportunities, please contact the China Scholarship Council

www.csc.edu.cn

You will be required to complete a written application form and provide a copy of your CV in English as well as copies of your academic transcripts and TOEFL/IELTS scores.