

Želiš unaprijediti svoje znanje, poznavanje jezika, steći praktično iskustvo u inostranstvu i otvoriti sebi poslovne šanse u BiH?

PROGRAM

# BEST OF SOUTH EAST

u realizaciji

Steiermärkische  
**SPARKASSE** 



**SPARKASSE**  BANK

**Stipendirani studij ili praksa u Grazu (Austrija) za absolvente i studente pravnih i ekonomskih fakulteta iz jugoistočne Evrope.**

Neki od prijašnjih učesnika programa su sada članovi Sparkasse tima u BiH!

Ako i ti želiš iskoristiti ovu šansu, a imaš:

- odličan prosjek ocjena,
- odlično poznavanje engleskog i dobro njemačkog jezika,
- dobre preporuke profesora ili poslodavaca,

**prijavi se!**

**SPARKASSE**  BANK

## PRIJAVA

**1. Odmah uspostaviš kontakt sa: Mag. Christa Grassauer; [christa.grassauer@uni-graz.at](mailto:christa.grassauer@uni-graz.at);**  
Tel.: +43 (0)316 380-1254; Fax: +43 (0)316 380-9156  
gdje ćeš dobiti upute, link i lozinku za on-line popunu prijavnog formulara, popuniš i napraviš isprint.

**2. Na str. 3 pronađi spisak potrebne dokumentacije koju priložiš uz gore navedeni formular.**

Kada sve kompletiraš, šalješ prijavu **ISKLUČIVO PUTEM POŠTE** na adresu:

Karl-Franzens-Universität Graz  
Büro für Internationale Beziehungen  
c/o Christa Grassauer  
"Best of South-East"  
Universitätsplatz 3  
A – 8010 Graz, Austria

**KRAJNI ROK JE 16.03.2012., kada tvoji dokumenti moraju već biti u Grazu, znači ODMAH SE AKTIVIRAJ!!!**

## SELEKCIJA

**1. krug - PREDSELEKCIJA UNIVERZITET U GRAZU do 20.03.2012.**

**2. krug - SPARKASSE BIH TOP3 COMPETITION 20.03. - 20.04.2012.**

Sparkasse Bank pravi lokalni izbor 3 najbolja kandidata, koje će nominovati za program. Odabir ćemo uraditi na osnovu prijavne dokumentacije, ali i tvoje prezentacije koja nam može reći puno o tebi!

Ovako će izgledati takmičenje:

- Sparkasse Bank obavještava sve kandidate koji su prošli predselekciju u Grazu i poziva ih na TOP3 Competition;
- Takmičari izrađuju prezentaciju na zadatu temu i šalju je putem maila u Sparkasse Bank;
- TOP10 prezentacija i kandidata dobijaju poziv na intervju u sjedište Sparkasse Bank u Sarajevu. Ovom prilikom ćemo se bolje upoznati, a spremite se na small talk i malo više na engleskom i njemačkom sa Komisijom 😊;
- Odabir i proglašenje TOP3 - moguća su Skype ili TV iznenađenja, we work on it 😊!

### **Nagrada za TOP3 – laptop + dva mjeseca plaćene prakse u Sparkasse Bank**

O svim detaljima (termini, tema prezentacije, kontakt adrese) ćemo te obavještavati mailom tokom procesa.

**3. krug - ODABRANA TOP3 ODLAZE U GRAZ NA FINAL COMPETITION**

Najbolju trojku šaljemo na plaćeni mini trip u Graz, gdje ćete svoju prezentaciju predstaviti i uživo sa konkurentima iz cijelog regiona!

Od tog momenta je sve otvoreno – stipendiju dobijate sve troje ili samo oni koji zablistaju!

**Mi ćemo ti pomoći da dobiješ šansu,  
a ti pokaži da si među  
„Best of South East 2012“!**

Tvoja, Sparkasse Bank

Sve detaljne informacije o programu i prijavljivanju: **strana 3 i 4; [www.sparkasse.ba/studenti](http://www.sparkasse.ba/studenti);  SparkasseBankBiH.**

Tu smo za vas i pod kontaktima:

Sparkasse Bank

Direkcija za upravljanje ljudskim resursima – Aleksandra Karamehmedović

Tel.: 033 280 268

E-mail: [aleksandra.karamehmedovic@sparkasse.ba](mailto:aleksandra.karamehmedovic@sparkasse.ba)

**SPARKASSE**   
BANK

## APPLICATION FOR “BEST OF SOUTH-EAST” - ACADEMIC YEAR 2012/13 \*

Based on the success of the program in previous years Steiermärkische Sparkasse Bank initiates in cooperation with the University of Graz this year again “Best of South-East”, the advancement and further education program for talented and dedicated graduates and students in and from Slovenia, Croatia, Bosnia and Herzegovina, Serbia, Montenegro and the Former Yugoslav Republic of Macedonia” (F.Y.R.O.M.).

The program's aim is to provide the target groups mentioned above with international work experience as well as training and further education opportunities. Furthermore, a trainee program or internship makes it easier for students to enter professional life.

\*subject to final decision by the relevant committees

## TRAINEE PROGRAM AND INTERNSHIP

**Graduates or students in economics** or law at universities in Slovenia, Croatia, Bosnia and Herzegovina, Serbia, Montenegro and the Former Yugoslav Republic of Macedonia” (F.Y.R.O.M.) or students at Austrian universities who come from one of these countries will be given the opportunity to complete a trainee program or internship at the Steiermärkische Sparkasse Bank or in another Styrian business. Selected courses at the University of Graz will round off the academic training and education of the students.

Both program options last a year (September – August):

- Graduates participating in the “Best of South-East” trainee program will also be given the possibility of extending their language skills in addition to their one-year training in the Steiermärkische Sparkasse Bank or in another Styrian business as well as attending the selected courses. The last month of the trainee program will be completed at one of its locations in South-Eastern Europe.
- Students participating in the “Best of South-East” internship program are in the last third of their studies and will be given the opportunity of completing their studies at their home university during the one-year stay in Graz. The two-month internship in the summer after the end of the academic year gets the participants strongly involved in the daily business of the Steiermärkische Sparkasse Bank at one of its locations in Styria or at one of its locations in South-Eastern Europe.

**Interested parties have to meet the following minimum requirements:**

- Very good command of English and good command of German
- Native tongue: Slovenian, Bosnian, Croatian, Serbian, Montenegrin or Macedonian
- Degree in economics or law with very good marks
- Dedication, strong communications skills, flexibility, analytical and practical economic thinking

### Application and documents

Please get in touch with the contact person at the University of Graz (see below) to receive your code for the online application (1 step). After finishing step 1 the following documents must be sent surface mail:

- Completed and signed Application form as well as Study Confirmation (print-offs of the online application)
- Enclosures (German or English, detailed information – see Guidelines for the Online Application)
  - Confirmation of academic success (diploma, diploma supplement(s) or transcript(s) of records and study confirmation)
  - CV in tabular form
  - Personal statement in essay form (no longer than 2 pages) with a special focus on the description of the applicant's particular interests and motivation
  - 2 letters of recommendation. At least one of them has to be issued by an academic person who is or has been significantly involved in the student's current or past studies, and one letter by an executive, if available
  - Proof of German language proficiency (Trainees at least B2, Internship at least B1)  
Only official certificates of ÖSD, Goetheinstitut or Treffpunkt Sprachen at University of Graz will be accepted. Language certificates must not be older than one year.
  - Copy of identity page of your passport

The **total amount of financial aid** per year and participant is a maximum of EUR 10,000 and specifically consists of the following services:

- Provision of accommodation in one of the dormitories in Graz (single rooms)
- EUR 300 spending money per month
- A 50 percent subsidy for the obligatory student self-insurance with the “Gebietskrankenkasse” health insurance (equivalent to NHS).
- Intensive language course or semester language course at the “Treffpunkt Sprachen” language center of the University of Graz
- Registration at the University of Graz
- Tuition waiver for the University of Graz

## CHANCES THROUGH “BEST OF SOUTH-EAST”

Applicants will be selected on the basis of their personal statement, their academic performance and their references. The selection procedure includes both representatives of the Steiermärkische Sparkasse Bank and the University of Graz. In the personal statement, special attention is paid to the applicants' focuses of interest as well as their personal motivation for applying to the trainee program or internship.

Steiermärkische Sparkasse Bank and the Karl-Franzens-University Graz reserve the right to dismiss candidates prior to the end of the program if they do not adhere to the agreed program guidelines. Discussion and information events as well as special events make sure that the participants are integrated into the economic, cultural and academic life of Styria. In addition, participants can take language courses offered by the University of Graz in order to broaden or improve their language skills.

Dedicated participants, both in the trainee program and the internship, experience with their engagement a close attachment to the Steiermärkische Sparkasse Bank which is further promoted by the in-company mentoring system. “Best of South-East” is complemented by an additional academic training and further education and is thus a stepping stone to an interesting and challenging international career.

## CONTACT PERSONS TO ANSWER YOUR QUESTIONS: KARL-FRANZENS-UNIVERSITY GRAZ

University of Graz  
Mag. Christa Grassauer  
christa.grassauer@uni-graz.at  
Tel.: +43 (0)316 380-1254  
Fax: +43 (0)316 380-9156

## CONTACT PERSONS STEIERMÄRKISCHE SPARKASSE

Steiermärkische Sparkasse Bank  
Johann Mehrl  
johann.mehrl@steiermaerkische.at  
Tel.: +43 (0)5 0100-35532  
Fax: +43 (0)5 0100 9-35532

## APPLICATION

Please send your completed application documents only by post and no later than **16.03.2012** (the date by which the application has to arrive in Graz) to:

Karl-Franzens-Universität Graz  
Büro für Internationale Beziehungen  
c/o Christa Grassauer  
“Best of South-East”  
Universitätsplatz 3  
A - 8010 Graz

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