We are looking for a Manager Assistant (m/w) who would like to be a part of our young Start-Up enterprise.

**Period:** ~ Minimum 3 months (all periods of the year available).
Total hours per week 20/30/40 depending on the internship requirements

**Job description:**

- Check in / check out
- Accommodation organization
- Customer service: Attention to the needs of the guests.
- Daily Scort to the surf school to practice surf (if wanted)
- Organization and coordination of the weekly different activities of the Surf Camp (tapas tour, concerts tour, daytrips, etc…)
- Photography and social network knowledge will be positively considered
- Cooperation in the development and realisation of the marketing strategy
- Administrative and coordinative responsibilities in daily business

**Our requirements:**

- Can work independently and is well organised
- Has good social skills
- Good knowledge of English and/or Spanish
- Is interested in the world of surfing

**We offer:**

- We guarantee a good working atmosphere in a young and dedicated team
- The internship is unpaid, that is why we support our intern with necessary documents for scholarships. We are happy to help finding accommodation as well.
- During the period of the internship there are perfect conditions for surfing and the climate is very well, too. Apart from your surf course, we would also like to show you the beauty of Gran Canaria while making excursions.

If you are interested you can send your application with a motivational letter in English or Spanish to:

info@surfcamplaspalmas.com
+34 654 901 298
contact person: Jordi Vila