Internship Report

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As an important and obligatory part of Master English Studies Programme I have to complete an internship abroad in an English-speaking country. The moment I started to search for an internship I faced the fact that it was a pretty time- and effort-consuming process. As simple “googling” was definitely not enough, I turned to a website www.erasmusintern.org for help, which I found while surfing the Internet. On this website, I had to create an account, provide some information about myself, upload CV, activate status “currently available” and search for vacancies. This website provides a very well-organized and diversified database with a great number of internship opportunities. While searching, one can filter the internships in order to find the best suitable variant. Here students can not only apply for an internship, but also they can be offered an internship by an employer if their status is “currently available”, which makes their profile page visible for the employers. I was actually offered several very nice internships, but, unfortunately, the countries of the internships’ vacancies were not English-speaking. All in all, I would definitely recommend it to other students, as it was a great help for me. Thankfully to this website I found my internship place quite quickly and within several days we already had our first Skype interview.

Notwithstanding with the fact that this internship was compulsory I had some expectations of my own as well. First of all, I expected to be working in a brand new field for me, broaden my knowledge in this area and gain valuable experience by working in a new cultural and social environment while practising the English language with native speakers. Secondly, I looked forward to gaining more experience in translations, as my day-to-day duties implied translations all the time. Thirdly, I expected to explore another new country for me, as I have never been in Malta before. Fourthly, I expected to improve my communicative and administrative skills. And I can tell for sure that all my expectations were fulfilled. I was pleased to find out that this internship was exactly what I was looking for, what I expected it to be and what I needed it to be.

Before the internship started one has to attend an obligatory pre-departure workshop offered by our English Studies department. This was a very interesting and entertaining as well as informative and useful meeting. But considering the fact that this pre-departure workshop was
kind of “global” and concerned all students, it was definitely not enough and one had to learn some new information about the country he/she has to depart to. So consequently I also did some research by reading information about Malta on the Internet, looking for the places to visit, learning information about public transport, searching for the most favourable route from home to work and backwards.

On my first day at work, I and other new intern had an introductory meeting, where we received all the possible information about the company, colleges, offices, our duties, working hours, holidays and so on. During my internship I had to perform the following tasks:

- content and factsheets translation (from English to Russian and from Russian to English);
- content writing (regarding different Practice Groups of the firm) along with CEO optimisation;
- inputting on the firm’s portal contacts and uploading information about the upcoming events and conferences;
- translation of business correspondence;
- writing content for the firm’s website regarding the webinars that the firm was to host and the conferences that the firm’s management team was to attend;
- checking the compliance of the English and Russian versions of the factsheets and correcting them;
- helping to deal with Russian suppliers;
- publications and factsheets arrangement;
- performing various administrative duties in the Marketing Department.

Unfortunately, I could not make a good use of skills that I’ve gained during my previous internship in school, as I have already mentioned this area was new to me and I had no experience dealing with such tasks before, except translations of course. But taking into consideration the fact that I learned not only the methodology of teaching languages but also languages per se, I obviously had to deal with translations and sequentially I could use some skills gained earlier.
At the beginning, it was quite overwhelming to get into the details of every task in order to perform it on a proper level, but everyone knows that the beginning is always hard. Approximately in two weeks I already created my perfect working balance and notwithstanding that it was always a lot of work to do every day, I think that a number of given tasks was comprehensible. I could and I did leave always on time and didn’t have to stay in order to finish some urgent tasks.

I have to admit that I’ve learned a lot of new things during this internship as well as have improved a number of different skills such as communicative, administrative, organisational. And it is obvious that the best and perhaps even the only way to learn something new is to learn it through practice. By performing the same duties every day I learned how to appropriately translate texts, how to “sell” or to be more precise how to attract people using texts. I also learned how to prioritise when I had lots of tasks to do in a limited timeline or how to perform them all simultaneously, how to still be attentive to all the details, how to plan my next working day, how to work in a team or by yourself.

Despite the fact that I did not have that much time to have fun as I had to work 8 hours every day, I still enjoyed this internship. I liked what I was dealing with and I was very pleased that my expectations coincided with the reality.

Malta is a very hospitable country with understanding, opened and warm welcoming people. In spite the fact that I was a foreigner I did not feel that at all and my foreign origin didn’t cause any problems. Malta is a kind of tourist destination so there are a lot of different nationalities all over the island and the Maltese people are very understanding and helpful. Even the Chetcuti Cauchi company constantly hosts a huge number of interns from all over the world as well as employees of various nationalities. Even our Marketing team was quite multicultural and still it was very easy to work in. Everyone was very really friendly, understanding and able to help anytime. We had several interns in out department as well, which made the internship less stressful as we could support each other. We often met during the lunch break in the parks nearby, or on the central square in Valletta. We had a group chat and could easily decide where and when to go after work or on weekends. One has a really nice opportunity to network with other students all over the world.

I also had an opportunity to get to know Maltese people closer, as one Maltese woman kindly hosted me at her house. I found the place to live in for the period of my internship with the help of Airbnb. It is cheaper, convenient, trustworthy and simple. I found a very nice place in
the heart of the island, although it was a little bit far from Valletta, where I worked. It was a house in a typical Maltese village – Quormi. The woman I rented the room from was very nice, friendly and helpful like all Maltese people, and we had so much in common that made the staying abroad so much easier. I really liked staying there and I would definitely recommend the Airbnb to other students.

As I have already mentioned I lived in a village, but worked in Valletta, so I had to take a bus to get to work. Unfortunately, the bus system in Malta leaves much to be desired. As far as I’m concerned even Maltese people are confused and prefer to ride a car, rather than to take a bus. Sometimes the bus just did not come and I had to wait another 20-30 minutes for another to come, but fortunately only after work, so I wasn’t late anyway. Moreover, there are no direct routes to different parts of the island. The starting point for every route is Valletta, which makes it more difficult. So if you want to go somewhere, you have to, first of all, get to Valletta, and then take a bus to wherever you want. It takes, unfortunately, more time, efforts and money. Although the prices are quite comprehensible if one buys a monthly tallinja card, as a single journey costs Euro. There are different kinds of tallinja cards including student tallinja card for 21 Euro per month (0,75 cents per journey). One can order the card online even before arrival to Malta on this site https://www.publictransport.com.mt/. I would recommend this card for other students as it is cheaper and more convenient.

As Malta is a tourist country there are a lot of places to visit. It is a country with an old history, which can be traced in almost every city. One should definitely visit Malta’s other smaller islands such as Gozo, Comino and others. There are a lot of opportunities to have fun or to relax.

I really liked the Maltese culture. Maltese people are so friendly, that they have this habit of talking very loud, especially on the bus, so that others could hear and join the conversation, even if they are foreigners. They really like to party and to have fun as well. There is a club area called Paceville not far from the city of St. Julian’s, full of nightclubs, bars and pubs. But I cannot say much about this place as I have never been there. But Maltese are very responsible when it comes to work. They can skip lunch if needed or stay after work. The working conditions are also very good, talking from my experience. In our office (there are four of them) there were workplaces provided for everyone including interns, there were two conference rooms and kitchen (with free tea, coffee, milk, sugar). We had a habit of bringing something to work on Birthday or other special occasions, so one often can find a cake in the fridge.
It is worth mentioning that Maltese are bilingual and 95% knows English on a very good level. Most Maltese prefer English to the Maltese language as the last one presents a mixture of different languages – Arabic, Latin, French and Italian. Though Maltese use the Maltese language in their everyday life, Malta still offers very good opportunities for improving the English language. Owing to multiple tasks given to me, which are connected with writing or paraphrasing text, I can definitely say that I had a good training of my writing skills as well as talking, of course, as English is a working language of our company.

I enjoyed working in an office, dealing with different marketing and administrative duties. As I have already mentioned this area was and is new for me and I am glad that I have gained experience in such a field. Although I have more experience of teaching and I have Diploma in teaching and it is more likely that I will be a teacher, I think I would definitely take into consideration job vacancies in the afore-mentioned field. I would also like to try myself as a translator, as I have dealt a lot with translations during this internship.

Chetcuti Cauchi offers a number of internship vacancies and almost all the time have interns working at their company in different departments. They continue inviting interns and everyone interested, who has a perfect command of English and have languages such as Russian, Italian, Spanish, Turkish, Chinese or others as their mother tongues (for Marketing Department) can contact them by the following e-mail: hr@cclex.com. And as Chetcuti Cauchi is a law firm, they can also have other vacancies opened for interns in the field of law.

I would definitely recommend Chetcuti Cauchi for other students, as it is a great job place for having an internship. Every intern is provided with a working place and computer, so one will be treated as a full member of a team. It is a perfect opportunity to improve the English language, as English is a working language of the company. The colleges are very nice, friendly and helpful. The management team is already acquainted with the whole Erasmus+ procedure and the documentation needed from them, so there will be no problems with that. They are understanding when it comes to documents for students’ universities and gladly agree to write/sign every document. There are always lots of other interns so everyone can support each other or give/receive advice.

I was very lucky to receive an Erasmus+ scholarship through Student und Arbeitsmarkt, which has helped me a lot. Through the whole process, I have been receiving a very clear explanation of the documentation I have to provide and by what deadlines. I could easily get in touch with Student und Arbeitsmarkt, when I had problems or questions and was always
given an answer or solution to the problem with understanding and in a kindly and friendly manner. So I don’t think that this organisation needs any improvements.