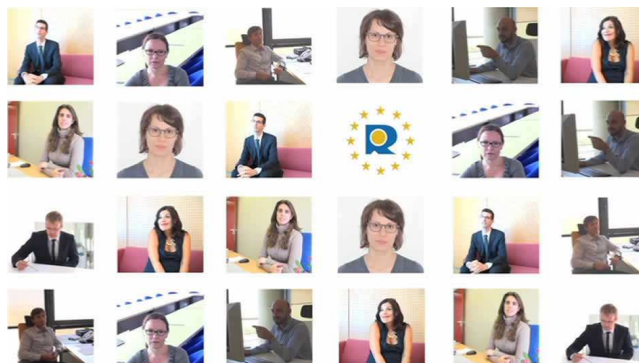


O conteúdo desta página está disponível apenas em English, Español, Deutsch, Français e Italiano.

Traineeships

OHIM is committed to the future and offers valuable learning opportunities for young people at the start of their careers.

Our internships give young graduates and professionals a chance to sample work at OHIM and be part of a multi-cultural team.



We offer four types of internships

- **Pan-European Seal Professional Traineeship Programme (grant)**
- **Traineeships for young professionals (grant)**
- **Traineeships for junior IP employees (grant)**
- **Unpaid traineeships (for graduates)**

Pan-European Seal Programme:

This scheme provides young university graduates with a unique and first hand experience of the European Union in general and the Office in particular, whilst enabling them to put into practice the knowledge acquired during their studies, in particular in their specific areas of competence, and helping them understand the objectives and procedures relating to Community trade marks and designs, as well as IP infringement and enforcement matters.

It is open to young graduates from EU Member States and from third countries (a limited number):

- who have completed the first cycle of a higher education course (undergraduate university degree) and obtained a full degree certificate or equivalent before the selection starts;
- with a working knowledge of one of OHIM's five official languages (English, French, German, Italian and Spanish), equivalent to level B1 in the Common European Framework of Reference for Languages;
- and preferably a good knowledge of another official EU language.

Applying for a traineeship

A short-list of the five best young graduates from each academic year is drawn up suggesting potential candidates for the traineeship by each of the universities that has signed the Memorandum of Understanding (MoU) with OHIM

Decision ADM 14-15 and the Terms and Conditions are the rules governing the traineeships under the Pan European Seal Programme.

More information about the Pan-European Seal Programme can be found [here](#).

Traineeships for young professionals

This scheme gives young professionals first-hand experience of the work of the European Union (EU) and the chance to participate in intellectual property administration.

It is open to young professionals from both EU Member States and non-member states:

- who have completed the first cycle of a higher education course (undergraduate studies) and have obtained a degree or equivalent before the traineeship starts;
- with a working knowledge of one of OHIM's five official languages (English, French, German, Italian and Spanish), equivalent to level B1 in the Common European Framework of Reference for Languages;
- and preferably a good knowledge of another official EU language.

Applying for a traineeship

All applications must be made online. A link to the application form will be made available during the open application period. Applications sent by post or via email addresses other than the link provided in the application form will not be considered.

Before applying to OHIM, candidates should read Decision No ADM 14-20 and the terms and conditions for our traineeships.

If you feel you meet the selection criteria and could benefit from spending time with us, apply for one of the job profiles once the application period opens.

Online application

The online application form will ask you to attach the following:

- Curriculum Vitae (Europass CV template available here)
- Letter of motivation
- University diploma (for applicants who have not yet received their official degree certificate, a statement from their university confirming their degree result is sufficient)
- Certificate of completion of OHIM's online course 'CTM in a Nutshell'.

When you have completed your online application, an application number will appear on your screen, confirming that we have received your application. Take a note of this number and quote it in all future communications with OHIM.

Selection criteria

Successful candidates will be selected on the basis of their qualifications, professional experience and the quality of their CVs and motivation letters.

We will draw up a reserve list, and candidates on the list will be contacted if places become available. All applicants will be informed of the outcome of the selection process.

Reserve list for Trainees A14 – Valid until 31/10/2014

Traineeships for junior IP employees

We offer grant-assisted internships to junior staff from national and international industrial property offices. These placements offer technical training in specific areas of IP administration, with particular regard to trade marks and designs.

They offer the chance to learn about our e-registration services, observe our management techniques and strategies and understand our databases and technical knowledge. Interns also work in other specific areas of expertise such as human resources, communications or information technology.

Traineeships last for five months. Places are available twice a year: from 1 February to 30 June; and from 1 September to 31 January. Applications should be made by submitting a CV via your national or international intellectual property office two months before the start of the traineeship.

For further information we strongly advise you to read Decision ADM-07-002, which contains all the necessary information on traineeships at the Office.

Traineeship agreement

The traineeship agreement is drawn up in writing between the President or Chief Executive of the national or international industrial property office or public body and the President of the OHIM, and specifies the training period, the department to which the agent will be allocated and the exact nature of the training.

Why choosing an unpaid traineeships

Unpaid traineeships are intended for young university graduates who, in the course of their studies, have already gained some initial experience in OHIM's field of work. Although no grant is available for these internships, they offer the advantage of flexibility. Provided the internship period is between two and six months, interns can choose when they work at OHIM.

To apply for an unpaid traineeship simply send a motivation letter, outlining the reasons for your application and detailing your specific areas of interest at OHIM, and a full CV, together with a scanned copy of the highest diploma you have obtained. You will find a contact e-mail address in the 'contact us' section of this website.

These traineeships last for a minimum of two months to a maximum of six months. Applications for unpaid traineeships should be filed two months before the required entry date.

We strongly advise you to read Decision ADM-03-38 REV , which contains all the necessary information on traineeships at OHIM.

If you have any questions regarding our traineeships, you will find a contact e-mail address in the 'contact us' section of this website.

You can also consult this guide developed by our trainees.

Related content

Choosing OHIM

Discover what we have to offer

Our staff

Contract conditions

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Avenida de Europa, 4, E-03008 Alicante, Espanha
Centro de informação: +34 965 139 100

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