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Traineeship Profile

Support for the Olive Growing, Olive Oil Technology and Environment Unit

Ref: ST 3/25

The International Olive Council (IOC) is offering a six-month paid internship (with the possibility of extension), starting **1 May 2025**, for a recent university graduate to support the **Olive Growing, Olive Oil Technology, and Environment Unit**. This traineeship provides an opportunity to work in a multicultural, multilingual and multiethnic environment, apply knowledge acquired during academic studies and expand professional networks in the international olive sector.

As an intergovernmental commodity organisation and international forum for olive producing countries, the IOC carries out numerous activities to contribute to the advancement of global olive cultivation.

Profile and Requirements

- Be a national of an [IOC member country](#);
- Hold a basic professional degree in Computer Science, Databases or a related field, or possess demonstrable knowledge or certification in a programming language such as Drupal, Python, etc.
- Have an advanced level of French or English (B2);
- Have a good command of at least one other official language of the IOC (Arabic, English, French, Italian and Spanish);
- Advanced command of IT tools (Microsoft Office Suite tools: Word, Excel, PowerPoint, Outlook, Adobe, etc.); a skills assessment may be required.
- Enthusiastic, responsible and able to work effectively in a team.
- Be in good health.

Assets:

- Some initial work experience in the relevant field;
- A degree in Administration, International Relations, Agricultural Sciences, Economics, or a related field;
- Any professional, academic or other connection to olive growing and olive technology.



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Tasks

Under the supervision of the **Head of the Olive Growing, Olive Oil Technology and Environment Unit**, the trainee will:

- Support the Unit in managing the web catalogue of olive varieties by carrying out technical tasks and assisting with the organisation of related activities;
- Assist in the olive carbon balance project by performing technical tasks such as analytical reporting and providing support to web application users, etc.;
- Contribute to the creation, management and updating of the global database of olive experts and institutions;
- Monitor and organise activities;
- Facilitate communication with experts, institutions and event participants;
- Draft reports, articles and other written materials.

Traineeship Duration

Six months (with the possibility of extension). The expected start date is **1 May 2025**.

Application Deadline

18 April 2025 at 23:59 (Madrid time): deadline for the submissions of applications via email.

Candidates must submit the application form (attached) along with the following mandatory documents:

- CV
- Diplomas
- Proof of experience
- Language certificates
- Motivation letter
- Reference letters from former employers (if applicable)

Please note that incomplete applications will not be considered.

Reference Document

Provisions regarding the official IOC traineeship programme and all other reference documents related to this vacancy can be found on the [Organisation's website](#).
