



Lifelong Learning Programme



## Erasmus Student Work Placement in the UK

EMPLOYER INFORMATION	
Name of organisation	MO3 POWER LIMITED
Address inc post code	14 Basil Street, London SW3 1AJ
Telephone	+44 (0)207 9839 039
Fax	
E-mail	info@mo3power.com
Website	www.mo3power.com
Number of employees	8-10
Short description of the company	<p>MO3 Power (www.mo3power.com) is a UK-based leading renewable energy developer and Independent Power Producer (IPP).</p> <p>We develop, build, own and operate quality large-scale solar photovoltaic parks, up to a 5MWp maximum, in The Midlands, Southern England, East Anglia and South Wales. mO3 Power partners with landowners and enables them to benefit from solar energy without any of the costs of construction, ownership, operation or maintenance.</p> <p>We offer investors well-structured and robust investment opportunities in our solar projects with stable long-term revenues and attractive returns.</p>
Other	Industry: renewable energy / financial services

CONTACT DETAILS	
Contact person for this placement	Sabina Boureni
Department and designation / job title	Marketing and Investor Relations
Direct telephone number	+44 (0)207 9839 039
E-mail address	sabina.boureni@mo3power.com

Please provide as much information on the placement as possible – too much information is better than not enough!

<b>PLACEMENT INFORMATION</b>	
Department / Function	<p>This is a small company with a flat hierarchy and entrepreneurial. The intern will be involved in many aspects of the business and will have the opportunity to learn about the renewable energy industry especially solar photovoltaic sector. The intern will support the team on daily tasks and long-term or ad-hoc projects, which include:</p> <p><b>Support the marketing function:</b></p> <ul style="list-style-type: none"> <li>• Update internal CRM on daily basis</li> <li>• Generate weekly internal reports</li> <li>• Compile daily news runs on the solar photovoltaic sector (competition, trends, research, UK policy etc.)</li> <li>• Create contact lists</li> <li>• Format marketing materials in Word, Excel and PowerPoint</li> </ul> <p><b>Support the team on various projects:</b></p> <ul style="list-style-type: none"> <li>• Support the Directors on the commercial and technical sides of the solar parks development</li> <li>• Data manipulations on Excel</li> <li>• Research on the internet</li> <li>• Print and bind materials</li> <li>• Answer the phone when required</li> <li>• Greet guests when required</li> <li>• Attend team meetings as appropriate</li> <li>• File, scan documents</li> </ul> <p>The role description can definitely be broader depending on the intern interest, motivation and ability.</p>
Description of activities	See above
Location	<p>Central London until mid-December 2010. Then we will relocate in brand new and spacious offices in central Guildford (Surrey).</p> <p>Guildford is a lovely city, which is 35 minutes by train from London Waterloo we will pay for the train.</p>
Duration	
Working hours per week	35-40 hours per week (typically 09:00am to 6pm)

Accommodation (please select)	<p><del>--- Accommodation will be provided</del></p> <p><del>--- We can assist with finding accommodation</del></p> <p>.. Student to make own arrangements</p>
Details of financial and "in kind" support to be provided	<p>Transportation.</p> <p>As we will relocate to Guildford (Surrey), which is 35 minutes by train from London Waterloo, we will pay for the train tickets.</p>
Other	

### COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS

Languages and level of competence required	<p>Fluency in English oral and written</p> <p>German will be useful.</p>
Computer skills and level of skills required	Intermediate in Word, Excel, PowerPoint
Drivers license	Not necessary
Other	<ul style="list-style-type: none"> <li>• High attention to details</li> <li>• Good communication skills and ability to listen</li> <li>• Dedicated, organised, hard worker</li> <li>• Assertive, confident</li> <li>• Numerical</li> <li>• Interest in the renewable energy and financial industries</li> </ul>

### INFORMATION PROVIDED BY

Name	Sabina Boureni
Department / Function	Marketing and Investor Relations
E-mail address	Sabina.boureni@mo3power.com
Phone number(s)	+44 (0)207 9839 039
Date	3/11/2010

Please return this form by email to [erasmus@britishcouncil.org](mailto:erasmus@britishcouncil.org)