



HELLENIC REPUBLIC
MINISTRY OF EDUCATION AND
RELIGIOUS AFFAIRS-----
STATE SCHOLARSHIPS FOUNDATION
(I. K. Y.)
DIRECTORATE FOR SPECIAL
PROGRAMMES
AND INTERNATIONAL
SCHOLARSHIPS
UNIT FOR EUROPEAN UNION
PROGRAMMES



Πρόγραμμα
δια βίου
μάθησης

ERASMUS Placement Offer Form

EMPLOYER INFORMATION	
Name of Organization	National Bank of Greece SA
Address	86 Aiolou str
Postal Code	10232
City	Athens
Country	Greece
Telephone	+30 210 3341000
Fax	+30 210 3341076
e-mail	HRstrategy978@nbg.gr
Website	http://www.nbg.gr
Number of Employees	9,777 (as of 31/3/2014)
Year of Foundation	1841
Contact Person	Siarkou Katerina
Department/Function	Group HR Strategy Division

Direct Telephone Number	+30 2103341047
Direct Mobile	+30 6970008243
Direct e-mail address	SIARKOU.AIK@nbg.gr
Short Description of the Company (Please attach profile of your company, max 1 page)	<p>National Bank of Greece is one of the largest banking groups in the country, with diversified activities in all key financial sectors. With total assets of €111 billion, NBG Group employs c. 37,600 staff in Greece and abroad.</p> <p>The domestic network is comprised of 540 branches and 1,396 ATMs. Outside Greece, NBG Group is active in 12 countries via 1,235 banking units. Activities are conducted through 9 subsidiary banks in Turkey, Bulgaria, Romania, F.Y.R.O.M., Serbia, Albania, Cyprus, South Africa and Malta. NBG also runs branches in Egypt and the U.K. and a representative office in Australia.</p> <p>NBG implements a corporate social responsibility program, highlighting its commitment to the community. Its contribution consists of a broad range of sponsorships and funding in the areas of culture, science and research, sports and the environment. The group holds the 148th place among the Top 1,000 banks in the world for 2013, according to "The Banker-Financial Times".</p>
Other	

PLACEMENT INFORMATION

Number of positions offered for student placement	1
In the Department/Function (where the position is offered)	Retail Collections – Strategic Planning & Business Requirement Analysis Unit
Description of activities the student will be involved in	<ul style="list-style-type: none"> • Ensure application of the Bank's retail collection strategy to its SEE subsidiaries • Review and update the local collections policy manuals • Project manage improvements in the collections of SEE subsidiaries • Monitor the actual results vs. targets/budget • Participate in the supervision and direction of specific areas and gain exposure in a regional banking organization

Duration	12 months
Working Hours/Weekly Hours	37 hours / week Monday – Thursday: 7.5 hours Friday: 7 hours
City	Athens
Help with finding Accommodation	No
Financial Contribution	Yes: €400/month
Other - Estimated Commencement Date:	1/9/2014

REQUIREMENTS

Study Field	Postgraduate student in one of the following fields: - Economics or - Statistics
Oral and Written Language Skills	<ul style="list-style-type: none"> • English (level: C2) <p>Knowledge of one of the following languages will be considered as an additional asset:</p> <ul style="list-style-type: none"> • Bulgarian • Romanian • Serbian
Computer Skills	Advanced MS Office skills (Excel, Access, PowerPoint) required
Drivers license	No
Other - Additional Selection Criteria:	Effective written and verbal communication skills

Place: Athens

Date: 11/4/2014

Signature _____



