



## INTERNSHIP OFFER

Ref. No. CZ-2024-020004

### Internship Host Information

**Internship Host:** Institute of Chemical Process Fundamentals of the CAS, v. v. Website: www.icpf.cas.cz  
i.  
Rozvojova 135 Location of placement: Prague  
165 02 Prague Nearest airport: Vaclav Havel Airport, Prague  
Czech Republic Working hours per week: 40.0  
Working hours per day: 8.0

Number of employees: 150

Business or products: Chemical Process Fundamentals

### Student Required

**General Discipline:** CHEMISTRY AND CHEMICAL ENGINEERING **Completed years of study:** 5  
**Field of Study:** Inorganic Chemistry.;Organic Chemistry. **Student status requirements:** required when nominated  
**Language required:** English Good (B1, B2)

#### Required Qualifications and Skills:

Teamwork | Organic Chemistry | Chemical Processing

#### Other requirements:

Interview can be required.

Master degree in organic/inorganic chemistry or organic technology and related fields,  
willingness to do experimental work and learn new things  
ability to work as part of a team.

### Internship Offered

Preparation of phospho-nanographenes  
 $\pi$ -Conjugated organophosphorus systems have become the subject of intensive research in recent years, primarily due to their applications in materials chemistry. The presence of the phosphorus atom in these molecules facilitates further derivatization, effectively altering some key characteristics of the target molecules and their intended applications. A special place in this class of substances is occupied by six-membered phosphacycles. Although considerable progress has been made recently in synthesizing these substances, polyaromatic compounds incorporating a phosphinine ring remain rare. This study will investigate synthetic routes for introducing the phosphinine core into nanographene structures. The properties of these novel compounds will also be extensively studied.

**Number of weeks offered:** 12 - 20 **Working environment:** Research and development  
**Within the months:** 01-FEB-2024 - 30-NOV-2024 **Gross pay:** 14500 CZK / Month  
**Or within:** - **Deduction to be expected:** 0  
**Company closed within:** - **Payment method / time of first payment:** Cash / 13th of the following month  
**Latest possible start date:** 01-SEP-2024 **Other important remuneration information:** 0

### Accommodation

**Canteen at work:** Yes  
**Expected type of accommodation:** Student dormitory **Estimated cost of lodging:** 5500 CZK / Month  
**Accommodation will be arranged by:** IAESTE **Estimated cost of living incl. lodging:** 11000 CZK / Month

### Additional Information

Please follow the instructions for preparing the nomination documents and the visa process in the attached document. These documents are only for you and your student, please don't include them in your student's nomination.

### Nomination Information

**Deadline for nomination:** 10-MAY-2024

**Date:** 22-APR-2024 **On behalf of receiving country:** IAESTE Czech Republic



IAESTE

Czech Republic

## Nomination guide for applications to the Czech Republic

Dear student,

*the purpose of this document is to provide guidance for the preparation of your nomination documents for the internship in the Czech Republic. Please follow the steps listed below, before sending your nomination to us.*

### Structure of nomination documents

All documents must be in **English**.

The final nomination document needs to have sections listed below, please keep the order of individual sections as listed. Before sending your nomination please check if all the pages have the same size.

1. *Work offer*
  - i. The original document that is available on Exchange Platform
2. *Student nomination*
  - i. Use the digital version of the document and not one that is filled out by hand
  - ii. Make sure the dates and duration you selected to fit into those specified in the work offer
3. *Motivation letter\**
  - i. Focus on the work-related information
  - ii. At most 1 page
4. *CV\**
  - i. Use a structured form of CV
  - ii. At most 2 pages
5. *Transcript of records*
  - i. The document must be in English, verified by your university (stamp and signature needed)
  - ii. Grade scale must be included
6. *Language certificate*
  - i. Do not upload certificates older than 2 years
  - ii. Upload certificates for all languages required by work offer
7. *Confirmation of enrollment*
  - i. Work offer may require this document to be valid throughout the whole period of internship
  - ii. The document must be in English, verified by your university (stamp and signature needed)
8. *Recommendation letter \*(only if required by the employer)*
9. *Scan of valid passport/ID*
  - i. Page with the travel documents should be placed on a page with size as the rest of documents
  - ii. The travel document should be placed in the upper left corner
10. *Passport-sized photo*
  - i. The Photo should be added in the same way as your travel documents
  - ii. Use a formal picture, no photos with friends or holiday pictures!

Any other relevant (!! ) documents should be added to the end of the nomination document.



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\*Beware the motivation letter and CV are the only documents written solely by you. Make sure these documents contain information relevant to the employer and check for any grammar mistakes.

**All documents should be combined into one PDF, sent using the Exchange Platform. Documents sent using other ways of delivery will not be considered as proper nomination documents and will not be processed in compliance with General Data Protection Regulations (GDPR).**

## Visa process

*Listed below you will find government websites dedicated to the visa process. Keep in mind that this process usually takes a quite long time, apply for your visa as soon as possible. Thanks to accreditation by MEYS, you can apply for a student visa. Upon acceptance by the employer, we will support your claim for a student visa with an invitation letter and confirmation of accommodation.*

- ❖ Visa is not required for citizens of the EEA (EU, Switzerland, Liechtenstein, Iceland, Norway)
- ❖ Short-term Schengen visa (up to 90 days)
  - Countries with a visa exception
  - Countries with a visa obligation
- ❖ Long term visas (over 90 days) are obligatory for all countries except for EEA countries.