



# Mission of Macedonia to the EU

## Organisational Profile

In October 1992 Republic of Macedonia assigned its representative to the European Communities in Brussels. On 22 December 1995 Republic of Macedonia established diplomatic relations with the European Community and negotiations commenced on conclusion of Interim Agreement on trade and trade-related matters. In February 1996 Republic of Macedonia raised its permanent Mission in Brussels to Ambassador's level. The Mission of the Republic of Macedonia to the EU is in particular:

- to represent Macedonian interests in the European Union institutions
- to strengthen the Macedonian position in the EU,
- to maintain and deepen work contacts with the representatives of the European Union institutions, missions and permanent representations of other countries or supranational and international institutions,
- to ensure communication between the public administration bodies of the Republic of Macedonia and the European Union institutions
- to provide support for delegations sent by the Republic of Macedonia during their high level meetings
- to inform the centre about activities of the European Union and send technical documentation and literature
- to help increase awareness about Republic of Macedonia in the EU

The activities of the Mission are based on the priorities of the Republic of Macedonia's foreign policy.

## Internship Profile

- prepare documents for meetings of the Macedonian diplomats in the EU institutions, and make files
- participate and take notes from the meetings
- prepare and send documents to the respective Ministries and institutions in the Republic of Macedonia and vice versa to the EU institutions.

## Intern Profile

The successful candidate should be:

- university degree on-going (Economics, Law, Political Science/International Relations)
- fluent in English /French (knowledge of Macedonian is an asset)
- proficiency in Microsoft Office Excel, Word and PowerPoint
- strong communication skills and attention to detail
- strong analytical skills